



# Haryana Government Gazette

## EXTRAORDINARY

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हरियाणा सरकार

शहरी स्थानीय निकाय विभाग

अधिसूचना

दिनांक 29 जनवरी, 2016

**संख्या 2/22/2015-आर-आ.**— नियमों का निम्नलिखित प्रारूप, जिसे हरियाणा नगरपालिका अधिनियम, 1973 (1973 का 24), की धारा 257 की उपधारा (1) के खण्ड (ढ) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए हरियाणा के राज्यपाल, इसके द्वारा, हरियाणा नगरपालिका सम्पत्तियां तथा राज्य सम्पत्तियां प्रबन्धन नियम, 2007, को आगे संशोधित करने के लिए प्रस्तावित करते हैं, उक्त अधिनियम की धारा 257 की उप धारा (5) द्वारा यथा अपेक्षित ऐसे व्यक्तियों की जानकारी हेतु प्रकाशित किया जाता है, जिनको इससे प्रभावित होने की सम्भावना है।

इसके द्वारा नोटिस दिया जाता है कि इस अधिसूचना के राजपत्र में प्रकाशन की तिथि से तीस दिन की अवधि की समाप्ति पर या इसके पश्चात् राज्य सरकार द्वारा नियमों के प्रारूप पर आक्षेपों अथवा सुझावों सहित, यदि कोई हो, जो प्रधान सचिव, हरियाणा सरकार, शहरी स्थानीय निकाय विभाग, चण्डीगढ़ द्वारा नियमों के प्रारूप के सम्बन्ध में किसी व्यक्ति से इस प्रकार विनिर्दिष्ट अवधि की समाप्ति से पूर्व प्राप्त किये जायें, विचार किया जाएगा।

### प्रारूप नियम

1. ये नियम हरियाणा नगरपालिका सम्पत्तियां तथा राज्य सम्पत्तियां प्रबन्धन (संशोधन) नियम, 2016 कहे जा सकते हैं।
2. हरियाणा नगरपालिका सम्पत्तियां तथा राज्य सम्पत्तियां प्रबन्धन नियम, 2007 में नियम 7 में, उप नियम (2) में, "राज्य सरकार" शब्दों के स्थान पर "उपायुक्त" शब्द प्रतिस्थापित किया जाएगा।

अनिल कुमार,  
प्रधान सचिव, हरियाणा सरकार,  
शहरी स्थानीय निकाय विभाग।

**HARYANA GOVERNMENT**  
**URBAN LOCAL BODIES DEPARTMENT**  
**Notification**

The 29th January, 2016

**No. 2/22/2015-RIL.**—The following draft of rules further to amend the Haryana Management of Municipal Properties and State Properties Rules, 2007, which the Governor of Haryana proposes to make in exercise of the power conferred by clause (n) of Sub-section (1) of Section 257 of the Haryana Municipal Act, 1973 (24 of 1973) is hereby published as required by Sub-section (5) of Section 257 of the said Act for the information of persons likely to be affected hereby.

Notice is hereby given that the draft of rules shall be taken into consideration by the State Government on or after the expiry of period of thirty days from the date of publication of this notification in the Official Gazette, together with objections or suggestions, if any, which may be received by the Principal Secretary to Government Haryana, Urban Local Bodies Department, Chandigarh from any person in respect of the draft rules before the expiry of the period so specified.

**DRAFT RULES**

1. These rules may be called the Haryana Management of Municipal Properties and State Properties (Amendment) Rules, 2016
2. In the Haryana Management of Municipal Properties and State Properties Rules, 2007, in rule 7, in sub-rule (2) for the words “State Government”, the words “Deputy Commissioner” shall be substituted.

ANIL KUMAR,  
Principal Secretary to Government Haryana,  
Urban Local Bodies Department.

**HARYANA GOVERNMENT**  
**INDUSTRIES AND COMMERCE DEPARTMENT**  
**Notification**

The 29th January, 2016

**No. 49/43/2015-4IB1.**— in pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Credit Linked Interest Subsidy Scheme” for technology up-gradation with the following provisions:

**1. Objective:-**

The survival and growth of the Micro and Small Sector is critically dependent on their modernisation and technological up gradation. Up gradation of both the process of manufacture and corresponding plant and machinery is necessary for the small enterprises to reduce the cost of production and remain price competitive at a time when cheaper products are easily available in the global market. Due to inadequate finance and lack of awareness of both the quality standards and access to modern technologies, a large percentage of Micro and Small sector continue with outdated technology and plant & machinery. Govt. of India has introduced Credit Linked Capital Subsidy Scheme for technology up-gradation of the MSE sector. The State Government has dovetailed this scheme with a provision of Interest subsidy to such assisted units.

**2. Quantum of Assistance**

Under the Credit Linked Capital Subsidy Scheme (CLCSS) for technology up-gradation of Ministry of MSME, the Govt. of India provides 15% upfront capital subsidy for facilitating technology up-gradation in specified sectors/products of the industry with a max. of Rs. 15 lakh. The State Government would also provide interest subsidy @5% upto a maximum of 5 lakh per year for a period of 3 years to an eligible unit.

**3. Commencement and Applicability**

The Scheme shall commence with effect from 15.8.2015 for providing Credit Linked Interest Subsidy and shall remain in operation for a period of 5 years. The assistance shall be available on term loan (Plant and Machinery) sanctioned after 14/08/2015 and before 14/08/2020.

#### 4. Eligibility Criteria

All the existing Micro and Small Units located anywhere in the State, which have filed EM Part-II with respective District Industries Centre shall be eligible under the Scheme. Only the enterprises, which are covered under the Credit linked Capital subsidy scheme of GoI for technology up-gradation shall be eligible for Interest Subsidy under this scheme. The eligible units must also comply with the following conditions:

- i. The unit must upgrade their existing plant and machinery with State of Art Technology with or without expansion/ diversification as per guideline under CLCSS Scheme of GoI.
- ii. Industry graduating from small scale to medium scale on account of sanction of additional loan under CLCSS shall be eligible for assistance.
- iii. The item of Manufacture of unit should not have been placed in the restrictive list as notified by the State Government from time to time.
- iv. The unit should have obtained NOC/CLU from competent Authority if applicable.
- v. The unit should be in commercial production.
- vi. The unit should be in regular production at the time of disbursement and the subsidy shall not be released to a closed unit.
- vii. The unit should be regular in the repayment of term loan instalments.

#### 5. Procedure

- a. Application on prescribed Form (Annexure-I) for the grant of Credit Linked Interest subsidy along with listed documents would be submitted to the Director of Industries & Commerce, on the web portal of the department.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant in writing within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out. The enterprise shall not be required to submit any additional document other than specified under Annexure-I without approval of competent authority.
- c. In case the deficiencies are not removed within prescribed period, the claim may be filed by the Competent Authority, under intimation to the applicant through e-mail.
- d. A claim application so filed may be reopened with the orders of Principal Secretary Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

#### 6. Competent Authority for Sanction:

Director, Industries & Commerce shall be competent authority for sanction of Credit Linked Interest Subsidy.

#### 7. Time Limit

The enterprise shall forfeit its entitlement for the interest subsidy, if it does not submit its claim, complete in all respects within three months of the closing of the financial year for which CLIS is being claimed.

#### 8. Interpretation/ Relaxation

Principal Secretary Industries & Commerce, Haryana shall be competent to make interpretation/ relaxation of provisions of this scheme.

#### 9. Appeal

Appeal against orders passed by the Competent Authority shall lie with the Principal Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of orders appealed against and orders passed by the Principal Secretary shall be final.

#### 10. Penal Action

In case, it is found at any stage that the applicant has claimed the assistance on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,  
Principal Secretary to Government Haryana,  
Industries and Commerce Department.

**Annexure – I****Application format for claiming Credit Linked Interest Subsidy Scheme for technology up-gradation**

Sr. No.	Particulars	Details
1	Name of the applicant (Authorized person of the unit)	
2	Name & Factory address of the unit with telephone No. and e-mail	
3	Registered Office address	
4	Name of the block in which the enterprise located and category of blocks i.e. B/C/D	
5	Category of the unit (Micro/ Small).	
6	EM Part-II/Udyog Aadhar No. & date	
7	Date of commencement of commercial production (As per first sale bill)	
8	Item of manufacture/processing	
9	Category under which interest subsidy has been claimed: Micro/ Small	
10	Details and amount of subsidy sanctioned and disbursed by Govt. of India under CLCSS.	
11	Name of the bank/ financial institution	
12	Quantum of term loan sanctioned for the technology up-gradation.	
13	Date of disbursement of first instalment of loan & amount	
14	Total cost of scheme as approved by bank/ financial institution	
15	Total source of funding / means of finance (as approved by Bank/ FI): i. Promoters' Contribution ii. Term Loan iii. Others resources Total	
16.	Quantum of CL Interest Subsidy @ 5% admissible for the financial year ..... (Attach bank certificate as per prescribed proforma)	
17	Details of CL interest subsidy claimed earlier year-wise	

**18. Self attested copies of documents to be attached with the application:**

1. Acknowledgement of Entrepreneur Memorandum (EM) part-II.
2. Certificate of Incorporation/ Partnership deed.
3. Board resolution/ Power of attorney.
4. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
5. Certificate for Financial Institution on Letter Head of the Bank(Annexure-II).
6. CA Certificate regarding investment in plant & machinery for new unit/ expansion/ diversification (Annexure-III).
7. Audited balance sheet of the unit of last year (if Applicable).
8. Copy of first sale bill.
9. Copy of sanction/ disbursal letter in respect of capital subsidy under CLCSS Scheme of GoI.

Signature of the applicant.  
(with seal)

## Declaration:

I, \_\_\_\_\_ do hereby solemnly state that I am proprietor/partner/director/ \_\_\_\_\_ of M/s \_\_\_\_\_ located \_\_\_\_\_ which is engaged in the manufacture of \_\_\_\_\_ and I have been authorized to file the Credit linked Interest subsidy claim with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case, any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of assistance of Rs. \_\_\_\_\_ (Rupee \_\_\_\_\_) granted to me at the compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.  
(with seal)

**Annexure-II**

Certificate from financial institution  
(on letterhead of the bank)

This is to certify that M/s ..... has been sanctioned term loan of Rs. ....  
for the project located at ..... @ ..... % interest.

The unit has been disbursed term loan of Rs. .... upto ..... The first instalment of the term loan of Rs.  
..... was disbursed on dated .....

The unit had made repayment for the last financial year dated 01/04/20.... to dated 31/03/20.... as under:-

Against Term loan	Rs. ....
As interest	Rs. ....
Total	Rs. ....

On the disbursement amount of term loan mentioned above, the interest amount @5% for the above period comes to Rs. .... .

This is to certify that:

- i) The unit is presently regular in repayment of the term loan instalments.
- ii) No penal interest has been charged.
- iii) The unit has financed and claimed subsidy under Credit Linked Capital Subsidy Scheme of Government of India.

Place:

Date:

Signature

Branch Manager

Name of Bank

Seal of the Bank

Certificate from Chartered Accountant regarding investment in plant & machinery (on a CA letter head)

To whom it may concern

The records and books of account of M/s ..... with their regd. office at..... and factory located at ..... in respect of investment in existing plant & machinery (original purchase value) of the unit has been verified. It is certified that the investment in plant & machinery as on date..... stands as Rs.....

Name & signature of the Chartered Accountant  
with stamps & CA membership number.

Dated:

**HARYANA GOVERNMENT**  
**INDUSTRIES AND COMMERCE DEPARTMENT**

**Notification**

The 29th January, 2016

**No. 49/43/2015-4IB1.**— in pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Assistance for Environment Compliance” for the Micro and Small enterprises in Agro & Food Processing and Textile sector anywhere in the State. The scheme will consist of the following provisions:

**1. Objective:**

Industrial development and associated growth should be necessarily carried out in a manner wherein no damage is done to the ecology and to the environment as a whole. To implement the concept of ‘Zero Effect’, a provision of financial assistance has been made in Haryana Enterprises Promotion Policy 2015 for environment compliance on capital cost for setting up of Effluent Treatment Plant and for installation of Air Pollution Control Devices for Micro and Small Enterprises of the State.

**2. Quantum of Assistance:**

50% financial support limited to a maximum of Rs. 25.00 lakh on capital cost for setting up of new Effluent Treatment Plant and for installation of Air Pollution Control Devices shall be provided to an eligible Micro and Small Enterprise. The units adopting zero effluent discharge will be considered for higher subsidy on case to case basis.

**3. Commencement and Applicability:**

The Scheme shall commence with effect from 15.8.2015 and shall remain in operation for a period of 5 years. The assistance shall be admissible on the purchase and installation of ETP/air pollution control devices and equipments after 14.08.2015 and before 14.08.2020.

**4. Eligibility:**

All Micro and Small enterprises in Agro & Food Processing and Textile sector existing anywhere in the State, which have filed EM Part-II/Udyog Aadhar with respective District Industries Centre shall be eligible under the scheme. Such enterprises shall only be provided financial support by way of reimbursement of expenditure incurred for installation of ETP/air pollution control devices and equipments as per scheme approved by Haryana State Pollution Control Board. The restrictive list of the Industries notified under EPP 2015 shall not be applicable for this assistance. The eligible Units must also comply with the following conditions:

- i The unit should not have been placed in the restrictive list as notified by the State Government from time to time.
- ii. The unit should have obtained NOC/CLU from competent Authority if applicable.
- iii. The unit should be in commercial production.
- iv. The unit should be in regular production at the time of disbursement and the subsidy shall not be released to a closed unit.

**5. Procedure:**

- 5.1 Application on prescribed Form (Annexure-I) for the grant of assistance on the purchase and installation of ETP/air pollution control devices and equipments, along with listed documents would be submitted to the Director of Industries & Commerce, on the web portal of the department within 3 months of date of installation.
- 5.2 The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant in writing within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out. An enterprise shall not be required to submit any additional document other than specified under Annexure-I unless required for establishing genuineness of the claim.
- 5.3 In case the deficiencies are not removed within the prescribed period, the claim shall be filed by the Competent Authority, under intimation to the applicant through an e-mail.
- 5.4 A claim application so filed may be reopened with the orders of Principal Secretary Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.
- 5.5 The units adopting zero effluent discharge will be considered for higher subsidy on case to case basis and the claim shall be considered and approved by a committee consisting of the following officers:



Sr. No.	Designation	Position
1.	Principal Secretary, Industries & Commerce	Chairman
2.	Director of Industries & Commerce	Member
3.	Member Secretary, Haryana State Pollution Control Board	Member
4.	Additional Director, Industries	Member Secretary

**6. Time Limit:**

The applicant shall forfeit its entitlement for the Assistance for Environment Compliance, if it does not submit its claim, complete in all respects within three months of installation of pollution control Equipments, as certified by Regional Officer, Haryana Pollution Control Board.

**7. Competent Authority for sanction:**

The Director, Industries & Commerce shall be competent authority for sanction of the subsidy within 30 days from the date of completion of the claim.

**8. Interpretation/ Relaxation:**

Principal Secretary, Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of any provision of this scheme.

**9. Appeal:**

An appeal against orders passed by the Competent Authority shall lie with the Principal Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of the order appealed against. The order passed by the Principal Secretary in appeal shall be final.

**10. Penal Action:**

In case, it is found at any stage that the applicant has claimed the assistance on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,  
Principal Secretary to Government of Haryana,  
Industries and Commerce Department.

**Annexure-I****Application format for claiming Assistance for Environment Compliance-Agro & Food Processing and Textile Sector.**

Sr. No.	Particular	Details
1.	Name of the applicant (Authorized person of the unit)	
2.	Name & Address of the unit with telephone No. and e-mail	
3.	EM Part II/ Udyog Aadhar No. and date.	
4.	Item of manufacture/processing	
5.	Category of the unit (Micro/Small)	
6.	Whether the Industry falls under Agro & Food Processing/ Textile Sector?	
7.	Details of new pollution control equipments installed on which assistance has been claimed:	
	a. Cost of the Equipments	
	b. Cost of the Air Pollution Control Devices	
	c. Cost of Civil Works	
	Total	
8.	Amount of subsidy claimed @ 50%	

## 8. Self attested copies of documents to be attached with the application:

- i. Ack. of Entrepreneur Memorandum (EM) part-II/Udyog Aadhar.
- ii. Certificate of Incorporation/ Partnership deed.
- iii. Board resolution/ Power of attorney.
- iv. CA certificate of details of Expenditure incurred (in original) (Annexure-II).
- v. Certificate from Regional Officer of Pollution Control Board (Annexure-III).
- vi. Certificate from Regional Officer of Pollution Control Board in case of Zero Liquid Discharge claim.
- vii. Change of Land Use (CLU)/ NOC from competent authority, if applicable.

Signature of the applicant  
(with seal)

Declaration:

I, \_\_\_\_\_ do hereby solemnly state that I am proprietor/ partner/ director/ \_\_\_\_\_ of M/s \_\_\_\_\_ located \_\_\_\_\_ which is engaged in the manufacture of \_\_\_\_\_ and I have been authorized to file the assistance for environment compliance assistance with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case, any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of assistance of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) granted to me at the compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.  
(with seal)

**Annexure-II**

Certificate from Chartered Accountant (on a CA letter head)

**To whom it may concern**

The document & records of M/s ..... with their regd. office at ..... and factory located at ..... in respect of the expenditure incurred for installation of Effluent Treatment Plant/Air pollution control devices and equipments have been verified, and it is certified that the said industrial unit have incurred a total expenditure of Rs. .... (Rupees ..... ) towards purchase and installation of effluent treatment plant/air pollution control devices as per the following details of payments.

Details of expenditure and amount paid (in rupees) is certified as under:

- a) Civil Works.....
- b) Effluent Treatment Plant.....
- c) Air Pollution Control Devices .....
- Total .....

AND

Verified from the books of accounts of above firm the total investment in plant and machinery (original purchase value) of the company as on date ..... stands as Rs. .... (Rupees ..... )

Name & signature of the Chartered Accountant  
with stamps & CA membership number.

Dated .....

Payment at (a), (b) & (c) above should be supported by copies of bills.

**Annexure-III**

Certificate from Regional Officer of State Pollution Control Board

No.\_\_\_\_\_ Date\_\_\_\_\_. Certified that the Effluent Treatment Plant/Air pollution control devices (whichever is applicable) has been installed on \_\_\_\_\_ in accordance with the scheme approved by the Haryana State Pollution Control Board under the Water Act, 1974/Air Act, 1981.

Regional Officer,  
Haryana State Pollution Control Board  
District-----

**HARYANA GOVERNMENT**  
**INDUSTRIES AND COMMERCE DEPARTMENT**

**Notification**

The 29th January, 2016

**No.49/43/2015-4IB1.**— in pursuance to the provision under Chapter 12 of Enterprises Promotion Policy, 2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the "Design Clinic Scheme" with the provisions given hereunder:

**1. Objective**

The Micro, Small and Medium Enterprises (MSME) sector has been recognised as an engine of economic growth. Thus MSMEs are the single largest contributor in terms of employment generation, besides production and export revenues in the manufacturing sector. Presence of MSMEs is seen in the value chain of almost all major industry sectors.

Role of Design in improving competitiveness is vital in the growth of the MSMEs. Design Clinic Scheme for Design Expertise to MSMEs, a unique and ambitious design intervention scheme for the country's micro, small and medium scale enterprises, is an initiative of Ministry of MSME, Govt. of India launched under National Manufacturing Competitiveness programme. The Objective of Design Clinic scheme is to enhance the understanding and application of design and innovation in MSMEs. It aims to promote design as a value adding activity and integrating the same into the mainstream business and industrial processes of MSMEs. The State Government has dovetailed this scheme with a provision of Assistance to the enterprises to meet a part of their contribution towards the said scheme of Government of India.

**2. Quantum of Assistance**

Government of India provides Rs. 3 lakh with contribution of Rs. 1 lakh by industries for conducting Design Awareness programme (DAP) in the various clusters by the nodal agency National Institute of Design, Ahmadabad. The State Government would refund the contribution of industries of Rs. 1 lakh per programme to the eligible enterprises.

Government of India also provides funding support @ 60% of the designing cost upto a maximum of Rs. 15 lakh under the Design Clinic Scheme. The State Govt. would reimburse 20% of the designing cost out of the 40% contribution to be made by a MSME Enterprise.

**3. Commencement and Applicability :**

The Scheme shall commence with effect from 15.8.2015 for providing Design Clinic Assistance for design awareness programme and design projects conducted after 14.08.2015 and before 14.08.2020. The scheme shall remain in operation for a period of 5 years.

**4. Eligibility Criteria**

Any Micro, Small & Medium Units existing anywhere in the state shall be eligible for financial assistance as an individual MSME or group of MSMEs. The Industrial units must also comply with the following conditions:

- i. The individual unit should have filed EM Part-II/Udyog Aadhar with the concerned District Industries Centre.
- ii. The item of manufacture of the unit(s) should not have been placed in the restrictive list as notified by the State government from time to time.
- iii. The unit(s) should have obtained NOC/CLU from competent Authority if applicable.
- iv. The unit(s) should be in commercial production.
- v. The unit(s) should be in regular production at the time of disbursement and the subsidy shall not be released to the closed unit

**5. Procedure**

- a. Application on prescribed Form (Annexure-I) for refund of contribution of industries under Design Clinic Scheme along with listed documents shall be submitted to the Director of Industries & Commerce, on the web portal of the department.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant in writing within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out. The enterprise shall not be required to submit any additional document other than those specified under Annexure-I without approval of competent authority.
- c. In case the deficiencies are not removed within prescribed period, the claim may be filed by the Competent Authority, under intimation to the party through an e-mail.
- d. The claim application so filed may be reopened with the orders of Principal Secretary Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

5. **Competent Authority for Sanction:**  
Director, Industries & Commerce shall be competent authority for sanction of the financial assistance.
6. **Time Limit**  
The applicant shall forfeit its entitlement for refund of contribution of industry under the Design Clinic Scheme, if it does not submit its claim, complete in all respects within three months from the date of completion of awareness programme and design projects.
7. **Interpretation/ Relaxation**  
Principal Secretary Industries & Commerce, Haryana shall be competent to make interpretation/ relaxation of any provision of this scheme.
8. **Appeal**  
Appeal against orders passed by the Competent Authority shall lie with the Principal Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of orders appealed against and orders passed by the Principal Secretary shall be final.
9. **Penal Action**  
In case, it is found at any stage that the applicant has claimed the assistance on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,  
Principal Secretary to Government of Haryana,  
Industries and Commerce Department.

**Annexure-I****Application format for claiming the refund the contribution of industry under the Design Clinic Scheme.**

Sr. No.	Particulars	Details
1	Name of applicant (Authorized person of the unit)	
2	Name & factory address of the unit with telephone no. and e-mail	
3	EM Part-II/Udyog Aadhar No. & Date	
4	Registered office address	
5	Item of manufacture.	
6	Programme conducted – Design Awareness Programme/ Design Project.	
7	Name and address of Design awareness programme/ Design project conducting agency.	
8	Dates of Design awareness programme	
9	Date of completion of Design projects	
10	Amount & details of the contribution of the industry in Design awareness programme along with payment proof.	
11	Amount & details of contribution of the industry in Design projects.	
12	Sanction letter of Ministry of MSME Govt. of India issued under the scheme.	
13	Amount & details of grant released by Govt. of India with documentary evidence a. Design Awareness Programme. b. Design project.	

**14 Self attested copies of documents to be annexed with the application:**

- i. Acknowledgement of Entrepreneur Memorandum (EM) part-II.
- ii. Copy of first sale bill.
- iii. Certificate of Incorporation/ Partnership deed.
- iv. Board resolution/ Power of attorney
- v. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
- vi. Copy of sanction letter of Ministry of MSME, Government of India issued under the scheme
- vii. Copies of payment of the contribution of the industry.
- viii. Audited balance sheet of the unit of last year.

Signature of the applicant.  
(with seal)

**Declaration:**

I, \_\_\_\_\_ do, hereby solemnly state that I am proprietor/ partner/ director/ \_\_\_\_\_ of M/s \_\_\_\_\_ located \_\_\_\_\_ which is engaged in the manufacture of \_\_\_\_\_ and I have been authorized to file the refund claim under Design Clinic Scheme with the Department of Industries and Commerce, Haryana.

2. I, do, hereby affirm that the particulars given in the application are correct and power connection is not shared by any other industrial unit. In case, any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I, do, hereby undertake to refund the entire amount of assistance of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) granted to me at the compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.  
(with seal)



**HARYANA GOVERNMENT**  
**INDUSTRIES AND COMMERCE DEPARTMENT**

**Notification**

The 29th January, 2016

**No. 49/43/2015-4IB1.**—In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Energy Audit Scheme” for Micro, Small & Medium Enterprises. The scheme will consist of the following provisions:

**1. Objective**

The objective of the scheme is to identify areas where excess energy consumption or wastage of energy is taking place. It involves measuring the actual energy consumption of various electrical gadgets used in the premises, comparing it with an estimate of the minimum energy required to undertake the process and establishing technically and economically feasible means to achieve the same & suggest best ways to optimize the energy consumption leading to energy saving and cutting down electricity bills.

**2. Quantum of Assistance**

75% reimbursement of cost of energy audit subject to a maximum of Rs. 2 lakh and 50% subsidy on cost of capital equipments required for undertaking measures to conserve energy, subject to maximum of Rs. 20 lakh shall be provided to an eligible Micro, Small & Medium Enterprise.

**3. Commencement and Applicability**

The Scheme shall commence with effect from 15.08.2015 and shall remain in operation for a period of 5 years. MSMEs which have undertaken energy audit and purchased equipments after 14.08.2015 and before 14.08.2020 shall be eligible under this scheme.

**4. Eligibility Criteria**

All MSMEs existing anywhere in the state, which have filed EM Part-II with respective District Industries Centre shall be eligible under the scheme. Such enterprises shall be provided financial assistance only if the energy audit has been done by an Energy Auditor certified by the Bureau of Energy Efficiency (BEE). The detailed scope of energy audit is mentioned at Annexure-I. The eligible units must also comply with the following conditions:

- (i) The item of manufacture should not fall in the restrictive list as notified by the State Government from time to time.
- (ii) The assistance on cost of capital equipments will be provided only if, there has been at least 15% reduction in average monthly electricity consumption compared with average of previous 12 months before conducting of audit.
- (iii) Even after taking all steps as mentioned above for efficient use of energy, if actual electricity consumption is increasing due to increase in production then such claim will be examined separately by a committee to be constituted by the Director of Industries & Commerce.
- (iv) Investments in new plant, machinery and equipments focussed towards enhancing energy efficiency shall only be eligible for subsidy under this scheme.
- (v) The unit should have obtained NOC/CLU from competent authority, if applicable.
- (vi) The unit should be in commercial production.
- (vii) The unit should be in regular production at the time of disbursement. The assistance shall not be released to a closed unit.

**5. Procedure**

- a. Application on prescribed Form (Annexure-II) for the reimbursement of expenses incurred in conducting energy audit & purchase of capital equipments along with listed documents would be submitted to the Director of Industries & Commerce, on the web portal of the department within three months from the date of completion of energy audit/purchase of capital equipments.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant in writing within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- c. In case the deficiencies are not removed within the prescribed period, the claim will be filed by the Competent Authority, under intimation to the applicant through an e-mail. The enterprise shall not be required to submit any additional document other than specified under Annexure-I without approval of competent authority.
- d. A claim application so filed may be reopened with the orders of Principal Secretary Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

**6. Time Limit**

An enterprise shall forfeit its entitlement for the reimbursement of the expenses incurred in conducting the energy audit, if it does not submit its claim, complete in all respects within three months from the date of completion of energy audit/purchase of capital equipments.

**7. Competent Authority for sanction:**

The Director Industries & Commerce shall be competent authority for sanction of assistance for medium enterprises and Additional Director Industries shall be competent for sanction in respect of Micro & Small Enterprises within 30 days from the date of completion of the claim.

**8. Interpretation/ Relaxation**

Secretary Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of any provision of this scheme.

**9. Appeal**

An appeal against an order passed by the Competent Authority shall lie with the Principal Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of order appealed against. The order passed by the Principal Secretary in appeal shall be final.

**10. Penal Action**

At any time if it is found that assistance from government has been availed on the basis of any false information, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,  
Principal Secretary to Government of Haryana,  
Industries and Commerce Department

**Annexure-I****Scope of Detailed Energy Audit****Study Overview****Our Area Of Detail Energy Audit Covers Following Areas:**

1. Study of Electricity Bills, Contract Demand & Power Factor & Loading Pattern.
2. Power Distribution Study
3. Electrical Systems Study
4. Power Quality Analysis
5. Diesel Gen Set Audit or any other Generator Audit.
6. Motor Management
7. Air Conditioning Study
8. Thermal Study: Boilers/Furnaces/Incinerators.
9. Compressor Study
10. Pump systems
11. Study Of Lighting System
12. Thermo graph study.
13. Techno Economic Study of Power & Fuel with distribution drawings
14. Projects for Implementing the Energy Saving Measures

**Study of lighting system:**

- Performance test of system installed
- Calculating recommended luminance level for various tasks
- Calculation of installed lighting load efficacy and installed load efficacy ratio
- ILER Assessment
- Finding areas for improvement
- Light control: Recommendation & design for grouping of lighting system, installation of occupancy sensors, installation of PLC based time based lighting control sensors, installation for exclusive transformer for lighting
- Selection of luminaries for efficiency and colors rendering index

**Electrical energy audit:**

- Power factor improvement,
- Max. Demand analysis, solution for avoiding penalties,
- Most economical voltage level study,
- Capacitor performance,
- Calculation of specific power consumption (units/kg),
- Adaptation of new Energy conservation technology etc.
- Calculation of electricity cost on various machines
- Bifurcations of power consumption spend on productive machines and utilities and their comparison with the standards

**Power Quality Audit (Harmonic Analysis):**

Detailed harmonic analysis, quantifying losses occurring due to high level of harmonics prevailing in the system, ways and means to mitigate the same to improve power factor in presence of harmonic polluted environment.

**D.G. Audit:**

Calculation of specific fuel consumption (units/liters) on existing and different load condition, load optimization on D.G. and suggest the scope of fuel saving, D.G. efficiency trials, load bearing capacity of D.G. set, checking of general maintenance and suggest measures to achieve better fuel efficiency, power factor suggestions, techno-economic study of new D.G., solution for problems etc.

**Automation & Modification:**

Detail analysis of system, product up gradation by value engineering, study and need of drives, sensors & PLC etc. analysis of feedback control in compressor D.G, humidification towers etc, development of on line monitoring & control system, need base implementation of **SCADA** (supervisory control and data acquisition system)

**Motor Management:**

Motor's addressing and coding, general checks for installation safety and starting, check for the level of heating etc, general procedure for overhaul of motors, critical checkpoints of motor after rewinding ,motor's performance evaluation incorporating percentage loading, formulation of maintenance schedule.

**Compressor Study:**

- Evaluating Efficiency-EPI
- Air Leakage losses
- Evaluating actual CFM/KW generation
- Designing system for energy saving on compressor as per requirement

**Air Conditioning Study:**

- Evaluating tonnage & system efficiency
- Determining CFM/KW for each supply fan
- Determining Fan efficiency
- Determining Pump efficiency
- Evaluating insulation of ducts
- Determining plant heat load requirement
- Evaluating CFM required to match plant's heat load
- Determining actual CFM flow on shop floor inside plant
- Ways & means for conservation of energy

**Thermal audit:**

Boiler efficiency evaluation & measures of improvement, efficient steam distribution & utilization, waste heat recovery system, optimization of steam pressure for generation distribution and utilization, insulation/radiation loss calculation, steam pipe line study, pressure optimization for fuel saving, flue gas analysis, use of alternate energy resources, water quality analysis, adaptation of new technology, process optimization for fuel saving etc. (saving can be achieved in the terms of 10-20%).

The following Meters shall be used during audit as per requirement

Sr. No.	Type of Instrument
1	Three Phase Power Analyzer
2	CT (AC)- 1000/5 Amps.- 3 Nos.
1	Three Phase Power Analyzer
2	CT (AC)- 1000/5 Amps.- 3 Nos.
3	CT (DC)- 1000/5 Amps.- 3 Nos.
4	CT (AC)- 6000/5 Amps.- 3 Nos.
5	Portable flue Gas Analyzer
6	Hand Held Techo- Meter
7	Lux-Meter
8	Digital Clamp Meter
9	Digital Power Meter
10	Digital Infra Red Thermo Meter
11	Digital Temperature and Humidity meter
12	Pitot Tube anaemometer
13	Manometer
14	Digital Ultrasonic transit flow meter
15	Bomb Calori Meter
16	Digital Infra Red scanner
17	Thermal imager

## Annexure-II

## Application Form for Detailed Energy Audit

Sr. No	Description	
1.	Name of the Applicant (Authorised person of the unit)	
2.	Name & factory address of the unit with telephone no. and e-mail	
3.	Registered Office address	
4.	Category of unit (Micro/ Small/ Medium)	
5.	EM Part-II/Udyog Aadhar No. & Date	
6.	Date of commencement of commercial production (As per first sale bill)	
7.	Item of manufacture	
8.	Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)]	
9.	Sector/ type of Industry	
10.	No. of Employees	
11.	Name of the Energy Audit agency	
12.	Total amount & details of expenditure incurred for conducting Energy Audit	
13.	Total Reimbursement claimed against Energy Audit	
14.	Details of investment made	
15.	Details of All Energy using processes and equipment including Cooling Tower etc.	
16.	Amount of Electricity Bills of last 12 Months	
17.	Capacity of Transformers	
18.	Contract Demand and Connected load	
19.	Cost & Details of Power Factor control Equipment installed	
20.	Cost & Details of DG sets installed with capacity 1. 2. 3.	
21.	Cost & Details Thermal Equipment installed (Like Boiler, Furnace etc.)	
22.	Cost & Details of compressed Air Equipment installed	
23.	Cost & Details of Welding machines installed	
24.	Cost & Details of Pneumatic Air Tools installed	
25.	Cost & Details of any other energy consuming equipment installed	
26.	Total cost of the equipments installed for energy saving (in Rs.)	

27.	Amount of subsidy claimed @50% of the total cost of energy saving equipments	
28.	Amount of assistance obtained from Government of India, if any	

29. Self attested copies of documents to be attached with the application:

1. Acknowledgement of Entrepreneur Memorandum (EM) part-II.
2. Certificate of Incorporation/ Partnership deed.
3. Board resolution/ Power of attorney
4. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
5. Copy of first sale bill.
6. Copy of Energy audit certification.
7. CA certificate of Expenditure (in original) giving the details ( as per prescribed format)
8. Copy of the bills raised by certifying agency and proof of payment thereof.
9. Audited balance sheet of the unit of last year.

Signature of the applicant.  
(with seal)

**Annexure-III**

Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First Class Magistrate):

I, \_\_\_\_\_ do hereby solemnly state that I am proprietor/ partner/ director/ \_\_\_\_\_ of M/s \_\_\_\_\_ located \_\_\_\_\_ which is engaged in the manufacture of \_\_\_\_\_ and I have been authorized to file the claim of Energy Audit & subsidy on purchase of capital equipment for energy conservation with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of assistance of Rs. \_\_\_\_\_ (Rupee \_\_\_\_\_) granted to me at the compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the Proprietor/Partner/  
Managing Director/Director.  
(with seal)

**Annexure-IV**

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred for conducting energy audit and about investment in plant & machinery (on a CA letter head)

**To whom it may concern**

The document & records of M/s ..... with their regd. office at ..... and factory located at ..... and EM no..... dated ..... ) in respect of the expenditure incurred in conducting energy audit have been verified, and it is certified that the said company have incurred a total expenditure of Rs. .... (Rupees ..... ) towards, Application fee, assessment/ audit fee, annual fee/ licence fee, training, calibration and technical consultancy etc. (excluding hotel & travel expenses & surveillance charges) in conducting energy audit from the certification agency namely..... as per the following details of payments.

Details of payments (Name of certification agency/ org.) amount paid (in rupees)

- (a) Application fee paid to .....
- (b) Assessment/audit fee paid to .....
- (c) Annual fee/ licence fee paid to .....
- (d) Calibration charges paid to .....
- (e) Technical consultancy charges paid to .....
- (f) Training expenses paid to .....
- Total .....

AND

Verified from the books of accounts & records of above firm that the cost of capital equipments installed for energy conservation is Rs.....

AND

Verified from the books of accounts of above firm that the total investment in plant and machinery (original purchase value) of the unit as on date..... stands as Rs..... (Rupees .....)

Name & signature of the Chartered Accountant  
with stamps & CA membership number.

Dated .....

Payment at (a) to (f) above should be supported by copies of receipts of payments made to the certification agency duly attested. The payment receipts must indicate the purpose for which the payments have been made to the certification agency.



**HARYANA GOVERNMENT**  
**INDUSTRIES AND COMMERCE DEPARTMENT**

**Notification**

The 29th January, 2016

**No. 49/43/2015-4IB1.**—In pursuance of the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Market Development Assistance Scheme” for the Micro and Small enterprises located anywhere in the State. The scheme will consist of the following provisions:

**1. Objective**

Fast changing global economic scenario has thrown up many opportunities as well as challenges to the Micro and Small Enterprises. One of the challenges is to create marketing avenues for their products. A need is felt to support Micro and Small enterprises for the sale promotion of products by providing financial support for participation in national/ international level exhibition in the country and abroad. Accordingly, provision has been made in Enterprises Promotion Policy 2015 to provide Market Development Assistance to Micro and Small enterprises in the State.

**2. Quantum of Assistance**

The complete reimbursement of participation charges for space of maximum size of stall up to 9 sq.m. and actual second class AC travelling charges and boarding charges at the rate of Rs. 1000 per day shall be made to Micro and Small enterprises for participating in the exhibitions within the country. Further, 75% space charges, shipment charges of exhibits, cost of product literature, display material or maximum up to Rs. 5 lakh and air fare by economy class up to Rs. 1 lakh will be reimbursed for participation in the international fairs/ exhibitions for one fair in a year. This assistance would be in addition to the support being provided by Govt. of India. The assistance shall not exceed the total expenditure incurred for participation in exhibition.

**3. Commencement and Applicability**

The Scheme shall commence with effect from 15.8.2015 and shall remain in operation for a period of 5 years. The assistance shall be admissible for participation in exhibitions after 14.08.2015 and before 14.08.2020.

**4. Eligibility**

All Micro and Small enterprises existing anywhere in the State, which have obtained SSI registration/ filed EM Part-II/Udyog Aadhar with respective District Industries Centre shall be eligible under the scheme. Such enterprises shall only be provided financial assistance by way of reimbursement for participation in one fair/exhibition in a year sponsored/organized by Export Promotion Councils/ Government of India/States Governments/ CII/FICCI/ASSOCHAM/Indian Chamber of Commerce & Industry/PHD Chamber of Commerce & Industry. The Eligible Enterprises must also comply with the following conditions:

- e. The unit should not have been placed in the restrictive list as notified by the State government from time to time.
- iii. The unit should have obtained NOC/CLU from Competent Authority, if applicable.
- iv. The unit should be in commercial production.
- v. The unit should be in regular production at the time of disbursement. The reimbursement not be released to a closed unit.

**5. Procedure**

- a. Application on prescribed Form (Annexure-I) for the grant of Market Development Assistance on the participation in exhibition along with listed documents would be submitted to the Director of Industries & Commerce on the web portal of the department within three months of the closing date of the exhibition participated.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant in writing within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out. The enterprise shall not be required to submit any additional document other than specified under Annexure-I unless required for establishing genuineness of the claim.
- c. In case the deficiencies are not removed within prescribed period, the claim will be filed by the Competent Authority, under intimation to the applicant through an e-mail.

- d. A claim application so filed, may be reopened with the orders of Principal Secretary Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

**6. Time Limit**

An enterprise shall forfeit its entitlement for the Market Development Assistance, if it does not submit its claim, complete in all respects within three months of the closing date of the exhibition participated.

**7. Competent Authority for sanction**

The Additional Director, Industries & Commerce shall be competent authority for sanction of assistance for Micro & Small Enterprises within 30 days from the date of completion of the claim.

**8. Interpretation/ Relaxation**

Principal Secretary, Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of any provision of this scheme.

**9. Appeal**

An appeal against an order passed by the Competent Authority shall lie with the Principal Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of orders appealed against. The order passed by the Principal Secretary in appeal shall be final.

**10. Penal Action**

In case, it is found at any stage that the applicant has claimed marketing assistance on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @12% per annum and facing legal action, will be debarred from grant of any incentive/assistance from the State Government.

DEVENDER SINGH,  
Principal Secretary to Government of Haryana,  
Industries and Commerce Department.

## Annexure-‘I’

**Application form for Market Development Assistance for Micro and Small Enterprises for the participation in Exhibitions in the country and abroad**

1.	Name of applicant (Authorized person of the unit)	
2.	Name & Address of the unit with telephone no. and e-mail	
3.	EM Part-II/Udyog Aadhar No. & Date	
4.	Item of manufacture/ processing as indicated in the EM Part-II/ Udyog Aadhar	
	Name of Organizing Agency	
	(i) Contact no. of the organizer	
	(ii) E-mail ID.	
5.	Details of Exhibitions:	
	(i) National/International	
	(ii) Location	
	(iii) State	
	(iv) Country	
	(v) No. of Stalls	
	(vi) Size of Stall (in sq. Mt.)	
	(vii) Rate per sq. Mt.	
	(viii) Dates of the exhibition	
6.	Details of total expenditure (attach original CA Certificate)	
	Foreign Exhibition:	
	(i) Amount of air fare in case of foreign exhibition	
	(ii) Boarding Charges	
	(iii) Shipment charges of exhibits	
	(iv) Expenditure incurred on publicity/ display material	
	(v) Space charges	
	Exhibition within country:	
	(i) Travelling Expenses, in case of exhibition within country	
	(ii) Boarding charges	
	(iii) Expenditure incurred on publicity/ display material	
	(iv) Space charges	

7.	Amount of financial support provided by Govt. of India during the year (if any)	
8.	Name & designation of person who participated. Details of travel, including date of departure from India and arrival in India (copy of passport with Immigration/Emigration and Visa Stamps to be attached)	
9.	Details of the trade inquiries received	
10.	Whether the MSE unit has been charged/ debarred/ blacklisted/ under investigation under Exim Policy or any other law relating to export import business.	
11	Additional information, if any	

## 12. Self attested copies of documents to be attached with the application:

- i. Acknowledgement of Entrepreneur Memorandum (EM) part-II.
- ii. Certificate of Incorporation/ Partnership deed.
- iii. Board resolution/ Power of attorney.
- iv. CA certificate of details of Expenditure incurred in participation of exhibition (in original) (Annexure-‘II’)
- v. Passport of the person (with Immigration/Emigration and Visa Stamps) who participated (in case of foreign exhibition).
- vi. Copy of Boarding Pass with stamp.
- vii. Change of Land Use (CLU)/ NOC from competent authority, if applicable.

Signature of the applicant.  
(with seal)

## Declaration:

I, \_\_\_\_\_ do, hereby, solemnly State that I am proprietor/partner/director/ \_\_\_\_\_ of M/s \_\_\_\_\_ located \_\_\_\_\_ which is engaged in the manufacture of \_\_\_\_\_ and I have been authorized to file the market development assistance claim with the Department of Industries and Commerce, Haryana.

2. I, do, hereby affirm that the particulars given in the application are correct. In case, any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I, do, hereby undertake to refund the entire amount of assistance of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) granted to me at the compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.  
(with seal)

**Annexure-‘II’**

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred for participation in the exhibition held at ..... from .....(date of fair) (on a CA letter head)

**To whom it may concern**

The document & records of M/s ..... with their regd. office at .....and factory located at ..... in respect of the expenditure incurred for the participation in exhibition held at ..... from ..... to ..... (date of fair) have been verified, and it is certified that the said company have incurred a total expenditure of Rs. .... (Rupees ..... ) towards, participation charges (restricted to 9 Sq. mtr. display area), travelling charges (Actual IInd class AC Travelling Expenses of railway in case of national exhibition and air fare of economic class in case of foreign exhibition), boarding charges, Shipment charges of exhibits, Expenditure incurred on publicity/display material as per the following details of payments. The \*details of payments are given as under:

- (a) Space charges (restricted to 9 Sq. mtr. display area).....
- (b) Travelling charges (Actual IInd class AC Travelling Expenses of railway in case of national fare and air fare of economic class in case of abroad fare).....
- (c) Boarding charges .....
- (d) Shipment charges of exhibits .....
- (e) Expenditure incurred on publicity/display material.....
- Total .....

AND

Verified from the books of accounts of above firm the total investment in plant and machinery (original purchase value) of the company as on date ..... stands as Rs. .... (Rupees ..... )

Name & signature of the Chartered Accountant  
with stamps & CA membership number.

Dated .....

\*Payment at (a), (b), (c), (d) and (e) above should be supported by copies of bills/ receipts of payments made. The payment receipts must indicate the purpose for which the payments have been made.

**HARYANA GOVERNMENT**  
**INDUSTRIES AND COMMERCE DEPARTMENT**

**Notification**

The 29th January, 2016

**No. 49/43/2015-4IB1.**—In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Testing Equipment Assistance Scheme” for the Micro and Small enterprises located anywhere in the State. The scheme will consist of the following provisions:

**1. Objective**

In order to ensure ‘Zero Defect’ in the quality of products to make globally competitive, the Micro and small enterprises have to upgrade the quality of the products for which they are required to create testing facilities for testing of raw-materials and end products. The Micro and Small entrepreneurs find it difficult to purchase the testing equipments because of limited resources. In order to meet this objective, State Govt. has made provision for Testing Equipment Assistance Scheme.

**2. Quantum of Assistance**

The financial support of 50% subsidy limited to maximum of Rs. 5 lakh per year for the purchase of new testing equipments shall be provided to an eligible micro and small enterprise.

**3. Commencement and Applicability**

The Scheme shall commence with effect from 15.8.2015 for the Testing Equipment Assistance and shall remain in operation till 15.08.2020. The assistance shall be admissible on the purchase of testing equipments after 14.08.2015 and before 14.08.2020.

**4. Eligibility**

All Micro and Small enterprises existing anywhere in the State, which have obtained SSI registration/ filed EM Part-II/Udyog Aadhar with respective District Industries Centre shall be eligible under the scheme. Such enterprises must also comply with the following conditions:

- i. The unit should not have been placed in the restrictive list as notified by the State government from time to time.
- ii. The unit should have obtained NOC/CLU from competent Authority if applicable.
- iii. The unit should be in commercial production.
- iv. The unit should be in regular production at the time of disbursement. Therefore, the subsidy shall not be released to a closed unit.
- v. No subsidy shall be admissible on the second hand Testing Equipment and the equipment shall not be disposed off for five years from the date of purchase without approval of Competent Authority.

**5. Procedure**

- 5.1 Application on prescribed Form (Annexure-I) for the grant of Testing Equipment Assistance on the purchase of testing equipments, along with listed documents would be submitted to the Director of Industries & Commerce, on the web portal of the Department within three months of purchase of testing equipments.
- 5.2 The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant in writing within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out. An enterprise shall not be required to submit any additional document other than those specified under Annexure-I unless required for establishing genuineness of the claim.
- 5.3 In case the deficiencies are not removed within the prescribed period, the claim shall be filed by the Competent Authority, under intimation to the applicant through an e-mail.
- 5.4 A claim application so filed may be reopened with the orders of Director of Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

**6. Time Limit to apply**

The enterprise shall forfeit its entitlement for the Testing Equipment Assistance, if it does not submit its claim, complete in all respects within three months of purchase of the Testing Equipments.

**7. Competent Authority for sanction**

The Additional Director Industries & Commerce shall be competent authority for sanction of the subsidy within 30 days from the date of completion of the claim.

**8. Interpretation/ Relaxation**

Principal Secretary Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of any provision of this scheme.

**9. Appeal**

An appeal against an order passed by the Competent Authority shall lie with the Director of Industries & Commerce, Haryana within a period of 30 days from the date of communication of the order appealed against. Orders passed by the Director Industries & Commerce in appeal shall be final.

**10. Penal Action**

In case, it is found at any stage that the applicant has claimed Testing Equipment Assistance on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,  
Principal Secretary to Government of Haryana,  
Industries and Commerce Department.



**Annexure-I****Application format for claiming Testing Equipment subsidy.**

1. Name of applicant (Authorized person of the unit)
2. Name & Address of the unit with telephone no. and e-mail.
3. EM Part II / Udhog Aadhar no. and date.
4. Item of manufacture/processing as indicated in the EM Part II.
5. Category of the unit (Micro/Small).
6. Details of new Testing equipments purchased on which subsidy has been claimed.
  - i. Name of the equipments.
  - ii. Cost of equipments.
  - iii. Date of purchase.
  - iv. Name of tests to be conducted.
7. Details of reimbursement/subsidy (name of the equipment & amount of subsidy) claimed from the Government, if any.
8. Amount of subsidy claimed through present application.
9. Self attested copies of documents to be attached with the application:
  - i. Acknowledgement of Entrepreneur Memorandum (EM) part-II.
  - ii. Certificate of Incorporation/ Partnership deed.
  - iii. Board resolution/ Power of attorney.
  - iv. Copies of the purchase invoices of equipments on which subsidy has been claimed and proof of payment made to the supplier.
  - v. CA certificate in respect of investment in plant & machinery (Annexure-II).
  - vi. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
  - vii. List of existing Testing Equipments.

Signature of the applicant.  
(with seal)

## Declaration:

I, \_\_\_\_\_ do hereby solemnly state that I am proprietor/  
partner/director/ \_\_\_\_\_ of M/s \_\_\_\_\_ located \_\_\_\_\_ which is  
engaged in the manufacture of \_\_\_\_\_ and I have been authorized to file the testing equipment  
assistance with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case, any of the  
statement/ information furnished in the application/ documents later found to be wrong or incorrect or  
misleading, I do hereby undertake to refund the entire amount of assistance of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_) granted to me at the compound rate of  
interest @12% per annum, besides facing legal action in case facts contained in this application are proved  
to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.  
(with seal)

**Annexure-II**

Certificate from Chartered Accountant regarding investment in plant & machinery (on a CA letter head)

To whom it may concern

The records of M/s ..... with their regd. office at ..... and factory located at ..... in respect of investment in plant & machinery (original purchase value) of the industrial unit has been verified. It is certified that the investment in plant & machinery as on date..... stands as Rs..... It is further certified that the testing equipment has been installed and amount of Rs. .... has been paid up on the account of purchase of said equipment.

Name & signature of the Chartered Accountant  
with stamps & CA membership number

Dated .....

**HARYANA GOVERNMENT****HEALTH DEPARTMENT****Notification**

The 29th January, 2016

**No.45/44/86-5 HBII.**— In exercise of the powers conferred by Sub-section 2 of the Epidemic Disease Act, 1897 and all other powers enabling him on this behalf, the Governor of Haryana is pleased to direct that the order dated 10.12.1994 for the prevention of the spread of Jaundice issued *vide* Haryana Government endst.No 45/44/86-5 HBII, dated 28.02.2014 shall remain in force in the whole of the State of Haryana upto 31st December, 2016.

Chandigarh :  
The 21st January, 2016.

P. K. MAHAPATRA,  
Additional Chief Secretary to Government Haryana,  
Health Department.

**HARYANA GOVERNMENT****HEALTH DEPARTMENT****Notification**

The 29th January, 2016

**No.46/3/95-5 HBII.**— In exercise the powers conferred under section 2 of the Epidemic Diseases Act, 1897 and all other Powers enabling him on this behalf, the Governor of Haryana is pleased to direct that the order dated 10.2.1994 for the prevention of the spread of Cholera issued *vide* Haryana Government Endorsement No. 55/3/95-5 HBII, dated 25.4.2006 shall remain in force in the whole State of Haryana up to 31st December, 2016.

Chandigarh :  
The 21st January, 2016.

P. K. MAHAPATRA,  
Additional Chief Secretary to Government Haryana,  
Health Department.

**STATE ELECTION COMMISSION, HARYANA****NIRVACHAN SADAN, PLOT NO. 2, SECTOR 17, PANCHKULA****Notification**

The 29th January, 2016

**No. SEC/2ME/2016/34.**—Whereas, in pursuance of Government notification dated 19.05.2015 and the State Election Commission, Haryana's Notification No.SEC/2ME/2015/641 dated 05.06.2015, the ward-wise and booth-wise photo based electoral rolls in respect of all wards of Municipal Council, Sirsa were prepared on the basis of Assembly electoral rolls w.r.t. 1st January, 2015 as qualifying date.

2. Whereas, the Government vide its notification dated 30.10.2015 while superseding all its notifications/orders issued earlier in this regard have re-notify the wardbandi in respect of all wards of Municipal Council, Sirsa.

3. Whereas, the Deputy Commissioner, Sirsa vide letter no. 3-9-II/4355/LFA dated 15.12.2015 informed that due to re-notification of the Government, ward no.25 and 26 have been affected. Hence, electoral rolls of all wards of the Municipal Council, Sirsa be prepared on the basis of Assembly electoral rolls w.r.t. 1st January, 2016 as qualifying date.

4. In accordance with provisions contained in section 3A of the Haryana Municipal Act, 1973 read with rule 12 of the Haryana Municipal Rules, 1978, the State Election Commission, Haryana hereby prescribe the programme for revision/updating of existing ward-wise and booth-wise photo based electoral rolls of all wards of the Municipal Council, Sirsa in the format given in Annexure 'A' on the basis of Assembly electoral rolls finally published on 11.01.2016 (with all supplements) with reference to 1st January, 2016 as the qualifying date as under:

i	<b>Start of preparation of draft electoral roll:</b> Draft electoral roll for updating the existing electoral rolls of all wards of the Municipal Council, Sirsa shall be prepared in the format Annexure 'A' on the basis of database of Assembly electoral rolls published on 11.01.2016 with reference to 1st, January, 2016 as the qualifying date (with all supplements) and deleting the names of persons, who had died and also of those who are found to be no longer ordinarily resident in the territorial limits of the Municipality. The name of such voters, who are existed in the Assembly electoral rolls, but their names are not appeared in the municipal electoral rolls shall also be included in the draft municipal electoral rolls. <b>The draft roll of all wards (except 25&amp;26) shall be published by attaching the supplementary list of the names for inclusion and deletion with the existing rolls. In the case of ward No.25 and 26 fresh draft roll shall be printed from the data base of the Vidhan Sabha rolls.</b>	01.02.2016 (Monday) to 15.02.2016 (Monday)
ii	Publication of Draft Electoral Rolls of all the wards of the Municipal Council as referred in sub para (i) above for inviting claims and objections.(Rule-7)	16.02.2016 (Tuesday)
iii	Last date by which claims and objections shall be presented to the Revising Authority. (Rule-9)	29.02.2016 (Monday)
iv	Last date by which the claims and objections shall be disposed of by the Revising Authority. (Rule-10(1)(i)(ii))	05.03.2016 (Saturday)
v	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-10(2))	12.03.2016 (Saturday)
vi	Last date for disposal of appeals by the Deputy Commissioner.(Rule 10(3))	22..03.2016 (Tuesday)
vii	Final publication of Electoral Rolls.(Rule-11)	28.03.2016 (Monday)

5. It is further directed that the database with photo images of the Assembly Electoral Rolls finally published on 11.01.2016 supplied through the NIC shall be used for this purpose. A copy of the Assembly rolls shall also be obtained free of cost from the Tehsildar/Naib Tehsildar(Elections), immediately.

6. **It is further directed that the draft roll of all wards (except 25&26) shall be published by attaching the supplementary list of the names for inclusion and deletion with the existing rolls. In the case of ward No.25 and 26 fresh draft roll shall be printed from the data base of the Vidhan Sabha rolls.**

7. It is further directed that while preparing the draft electoral rolls, it should be ensured that names of the persons, who had died and also of those who are found to be no longer ordinary residents within the limits of the Municipal Council, Sirsa but their names are still existing in the Assembly electoral rolls finally published on 11.01.2016 should not be included in the draft electoral rolls of the municipal council.

8. It is further directed that:-

- (i) The Deputy Commissioner shall give wide publicity to the above programme. He shall issue press notes and also paid advertisements in two local newspapers. He shall also make publicity through local cable network.
- (ii) The Deputy Commissioner shall publish the draft voter list along with a notice including the dates by and the places where the claims and objections with reference to the draft rolls may be presented to the Revising Authority/Authorities.
- (iii) One copy of the draft electoral roll, published for inviting claims and objections, shall be kept for inspection of the public free of cost at the following places:-
  - a Office of Deputy Commissioner,
  - b Office of the Executive officer/ Secretary of the Municipality,
  - c. Office of Sub-Divisional Officer (Civil)'s concerned,
  - d. Tehsil Office concerned,
  - e. Office of Revising Authority/Authorities and
  - f. Voter Information and Collection Centers

- (iv) After the draft publication of the ward-wise and booth-wise electoral rolls, the same should also be hosted on the website of the District Administration and State Election Commission for information of the public.
- (v) A copy of the draft and final rolls shall be duly signed by the officers/officials not below the gazetted officer and shall be kept in a sealed cover in the Treasury within 24 hours from the date of the publication of draft and final electoral rolls respectively.
- (vi) In order to facilitate the electors and the public to obtain information regarding electoral rolls and to file claims and objections, the Deputy Commissioner shall set-up at least two Voters Information and Collection Centers (VICC) within the territorial limits of the Municipal Council. These centers shall be fully equipped with computers and broadband internet connection. The center will be set up with the help of the National Informatics Center.
- (vii) Any person who desires to file his claim/ objection through online can submit his application on Harsamadhan by date specified in this notification. Such persons would have to appear before the Revising Authority/ Authorities or at the VICC along with filled up the prescribed form.
- (viii) The VICC centers will make available the prescribed forms, on demand free of cost, for filing claims and objections and receive the same for the consideration of and decision by the concerned Revising Authority or the officers authorized for this purpose. The forms shall also be hosted on the website of the State Election Commission and the District Administration. The forms can be downloaded and used by any person for filing claim and objection.
- (ix) As and when any person files claim and objection, he shall be given a receipt in the prescribed format given in the form. An entry shall also be made in internet based monitoring system and registers.
- (x) The Deputy Commissioner shall appoint one Authorized Officer not below Group-B for maximum upto three wards and sufficient number of required supporting staff and other officials of Municipal Council, to assist the Revising Authority/Authorities to discharge his/their duty.
- (xi) The Revising Authority/Authorities shall, after holding such enquiry into the claims or objections as he/they think(s) fit, record his/their decision in writing and shall make available forthwith a copy of such decision to the objector or claimant free of charge. The decision of the Revising Authorities shall also be hosted on the website for the information of the public. Number of claims/objections accepted and rejected shall also be hosted on the website of the District Administration in the internet based monitoring system. The software to be used for this purpose shall be provided by National Informatics Center, Haryana.
- (xii) The Revising Authority/Authorities after disposal of all the claims and objections in terms of under Sub-rule(1) of Rule 10 of the Haryana Municipal Election Rules, 1978 shall forward a list of such claims and objections along with his/their orders thereon to the Deputy Commissioner. Any person aggrieved of any such order of the Revising Authority/Authorities may, within prescribed period, file an appeal to the Deputy Commissioner. The Deputy Commissioner shall within the specified time decide the appeal. The decision of the Deputy Commissioner on appeal shall be final.
- (xiii) The Deputy Commissioner shall publish the ward-wise and booth-wise photo based final electoral rolls on 28.03.2016 which shall come into force immediately after the publication.
- (xiv) After completion of every stage of the preparation of electoral rolls process as stated above, the Deputy Commissioner shall send information of the statistical data in format Annexure "B" to the State Election Commission, Haryana.

9. It is further directed that copy of ward-wise and booth-wise photo based electoral rolls of the Municipal Council; Sirsa finally published on 28.03.2016 shall be submitted to the State Election Commission, Haryana on the same day. In addition one copy of electoral rolls along with a CD (compact disc) containing the database of the same in PDF format shall be sent to all the recognized political parties in the State of Haryana on the same day under intimation to the Commission.

10. It is further directed that the draft electoral rolls and final electoral rolls of Municipal Council, Sirsa shall be hosted on the website of the District Administration on the day they are published.

Panchkula:  
The 29th January, 2016.

RAJEEV SHARMA,  
State Election Commissioner, Panchkula.

## Annexure-A

अनुबन्ध— A  
मुख्य पृष्ठ

नगरपरिषद/नगरपालिका मतदाता सूची सम्बन्धित विधान सभा क्षेत्र का नाम :-				
जिले का नाम :		भाग संख्या : क्रमांक नं० _____ से _____ तक		
1. (क) नगरपरिषद/नगरपालिका का नाम : (ख) नगरपरिषद/नगरपालिका का वार्ड संख्या : (ग) (गली/मोहल्ला/बस्ती का नाम) (घ) (पोलिंग स्टेशन का विवरण)				
2 पुनरीक्षण का विवरण				
पुनरीक्षण का वर्ष : पुनरीक्षण की तिथि : पुनरीक्षण का स्वरूप : प्रकाशन की तिथि :		नामावली पहचान : नये परिसीमित निर्वाचन क्षेत्रों के विस्तारानुसार सभी अनुपूरकों सहित एकीकृत व वर्ष _____ की पुनरीक्षित मूल निर्वाचक नामावली		
मतदाताओं की संख्या				
आरंभिक क्रम संख्या	अंतिम क्रम संख्या	पुरुष	महिला	कुल











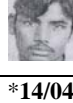






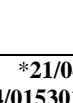
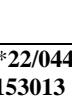
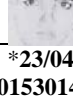



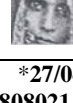






कुल पृष्ठों का पृष्ठ: 1

वार्ड संख्या —————

(नाम)

नगरपरिषद/नगरपालिका निर्वाचन नामावली, 2016

भाग संख्या —————

<p>1 पहचान पत्र का क्रमांक SX1030964</p> <p>नाम : लछमी देवी पति : सत्यावन मकान न : 1 आयु : 24 लिंग : महिला</p> 	<p>2 पहचान पत्र का क्रमांक FX1808252</p> <p>नाम : माई राम पिता : माम चन्द मकान न : 4 आयु : 60 लिंग : पुरुष</p> 	<p>3 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : लछमी पति : माई राम मकान न : 4 आयु : 55 लिंग : महिला</p> 
<p>4 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : वीरभान पिता : ज्ञासु राम मकान न : 4 आयु : 36 लिंग : पुरुष</p> 	<p>5 पहचान पत्र का क्रमांक HR/03/14/0153004</p> <p>नाम : देवी पति : वीरभान मकान न : 4 आयु : 34 लिंग : महिला</p> 	<p>6 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : मिहा सिंह पिता : ज्ञासु राम मकान न : 4 आयु : 34 लिंग : पुरुष</p> 
<p>7 पहचान पत्र का क्रमांक HR/03/14/0153008</p> <p>नाम : कर्मवीर पिता/पति : माई राम मकान न : 4 आयु : 33 लिंग : पुरुष</p> 	<p>8 पहचान पत्र का क्रमांक FSX1808401</p> <p>नाम : शीला पति : मिहा सिंह मकान न : 4 आयु : 32 लिंग : महिला</p> 	<p>9 पहचान पत्र का क्रमांक FSX1644640</p> <p>नाम : कमलेश पति : कर्मवीर मकान न : 4 आयु : 24 लिंग : महिला</p> 
<p>10 पहचान पत्र का क्रमांक FSX1644587</p> <p>नाम : सोनू पिता : वीरभान मकान न : 4 आयु : 23 लिंग : पुरुष</p> 	<p>11 पहचान पत्र का क्रमांक FSX1644624</p> <p>नाम : धर्मवीर पिता : माई राम मकान न : 4 आयु : 23 लिंग : पुरुष</p> 	<p>12 पहचान पत्र का क्रमांक FSX1644640</p> <p>नाम : राम पाल पिता : माई राम मकान न : 4 आयु : 24 लिंग : पुरुष</p> 
<p>13 पहचान पत्र का क्रमांक FSx1807940</p> <p>नाम : अंगूरी पिता : रति राम मकान न : 5 आयु : 68 लिंग : महिला</p> 	<p>14 पहचान पत्र का क्रमांक HR/03/14/0153011</p> <p>नाम : मांगे राम पिता : रति राम मकान न : 5 आयु : 39 लिंग : पुरुष</p> 	<p>15 पहचान पत्र का क्रमांक HR/03/14/01153991</p> <p>नाम : सुख देवी पति : मांगे राम मकान न : 5 आयु : 33 लिंग : महिला</p> 
<p>16 पहचान पत्र का क्रमांक FSx1833052</p> <p>नाम : जय कुमार पिता : आशा राम मकान न : 5 आयु : 65 लिंग : पुरुष</p> 	<p>17 पहचान पत्र का क्रमांक HR/03/14/0154135</p> <p>नाम : कृष्णपाल पिता : जय कुमार मकान न : 5 आयु : 29 लिंग : पुरुष</p> 	<p>18 पहचान पत्र का क्रमांक</p> <p>नाम : कृष्ण पाल पति : जय कुमार मकान न : 5 आयु : 25 लिंग : पुरुष</p> 
<p>19 पहचान पत्र का क्रमांक</p> <p>नाम : सुख चैन पिता : जय कुमार मकान न : 5 आयु : 24 लिंग : पुरुष</p> 	<p>20 पहचान पत्र का क्रमांक FSX1602085</p> <p>नाम : सुमन देवी पिता : शुक्लामाल मकान न : 5 आयु : 25 लिंग : महिला</p> 	<p>21 पहचान पत्र का क्रमांक HR/03/14/0153012</p> <p>नाम : साधु राम पति : राम चन्द मकान न : 7 आयु : 51 लिंग : पुरुष</p> 
<p>22 पहचान पत्र का क्रमांक HR/03/14/0153013</p> <p>नाम : शान्ति पिता : साधु राम मकान न : 7 आयु : 45 लिंग : महिला</p> 	<p>23 पहचान पत्र का क्रमांक HR/03/14/0153014</p> <p>नाम : राम जुवाहरी पिता : साधुराम मकान न : 7 आयु : 35 लिंग : पुरुष</p> 	<p>24 पहचान पत्र का क्रमांक HR/03/14/01153992</p> <p>नाम : कृष्ण कुमारी पति : राम जुवाहरी मकान न : 8 आयु : 31 लिंग : महिला</p> 
<p>25 पहचान पत्र का क्रमांक HR/03/14/0253016</p> <p>नाम : अंगूरी पिता : मामन सिंह मकान न : 8 आयु : 71 लिंग : महिला</p> 	<p>26 पहचान पत्र का क्रमांक HR/03/14/0153018</p> <p>नाम : मुरती देवी पिता : बलवान सिंह मकान न : 8 आयु : 45 लिंग : महिला</p> 	<p>27 पहचान पत्र का क्रमांक FSX1808021</p> <p>नाम : रमेश पति : मामन सिंह मकान न : 8 आयु : 43 लिंग : पुरुष</p> 
<p>28 पहचान पत्र का क्रमांक HR/03/14/0253016</p> <p>नाम : अंगूरी पिता : मामन सिंह मकान न : 8 आयु : 71 लिंग : महिला</p> 	<p>29 पहचान पत्र का क्रमांक HR/03/14/0153018</p> <p>नाम : मुरती देवी पिता : बलवान सिंह मकान न : 8 आयु : 45 लिंग : महिला</p> 	<p>30 पहचान पत्र का क्रमांक FSX1808021</p> <p>नाम : रमेश पति : मामन सिंह मकान न : 8 आयु : 43 लिंग : पुरुष</p> 

\* - 2016 को अंतिम प्रकाशित विधान सभा मतदाता सूची का क्र०/भाग नं०  
आयु 01-01-2016 के अनुसार



**Annexure-“B”****INFORMATION REGARDING CLAIMS AND OBJECTIONS/APPEALS ETC.**

NAME OF MUNICIPAL COUNCIL

Ward No. & Total No. of electors/voters.	Claims received		Objections received		Appeal before the Deputy Commissioner		Signature by the Authorised Officer
	Accepted	Rejected	Accepted	Rejected	Accepted	Rejected	

STATE ELECTION COMMISSION, HARYANA  
NIRVACHAN SADAN, PLOT NO. 2, SECTOR 17, PANCHKULA

**Notification**

The 29th January, 2016

**No. SEC/2ME/2016/44.**—In accordance with the provisions contained in Section 3A of the Haryana Municipal Act, 1973 read with Rules 4 to 11 of the Haryana Municipal Election Rules, 1978 and the powers conferred under clause(1) of article 243ZA of the Constitution of India, the State Election Commission, Haryana hereby prescribe the following programme for the preparation of ward-wise and booth-wise photo based electoral rolls in respect of all wards of the Municipal Council, Kaithal on the format given in Annexure “A” intensively on the basis of Assembly electoral rolls finally published on 11.01.2016 with reference to 1st January, 2016 as the qualifying date (with all supplements).

2 The draft electoral rolls of the Municipal Council, Kaithal shall be prepared with the help of National Informatics Center in accordance with the procedure and schedule given hereunder:-

i	<b>Start of preparation of draft electoral roll:</b> The ward-wise and booth-wise photo based draft electoral rolls of all wards of the Municipal Council, Kaithal shall be prepared as per delimitation orders No.18/105/2015-3CI dated 22.01.2016 published by the Government in the format Annexure ‘A’ on the basis of latest database and Assembly electoral rolls published on 11.01.2016 with reference to 1st January, 2016 as the qualifying date and deleting the names of persons, who had died and also of those who are found to be no longer ordinarily resident in the territorial limits of the Municipality (Rule-4).	01.02.2016 (Monday) to 15.02.2016 (Monday)
ii	Publication of Draft Electoral Rolls of all the wards of the Municipal Council as referred in sub para (i) above for inviting claims and objections.(Rule-7)	16.02.2016 (Tuesday)
iii	Last date by which claims and objections shall be presented to the Revising Authority. (Rule-9)	29.02.2016 (Monday)
iv	Last date by which the claims and objections shall be disposed of by the Revising Authority. (Rule-10(1)(i)(ii))	05.03.2016 (Saturday)
v	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-10(2))	12.03.2016 (Saturday)
vi	Last date for disposal of appeals by the Deputy Commissioner.(Rule 10(3))	22.03.2016 (Tuesday)
vii	Final publication of Electoral Rolls.(Rule-11)	28.03.2016 (Monday)

3. It is further directed that the database with photo image of the Assembly Electoral Rolls finally published on 11.01.2016 supplied through the NIC shall be used for the purpose. A copy of the Assembly rolls shall also be obtained from the Tehsildar/Naib Tehsildar (Elections) free of cost.

4. It is further directed that while preparing the draft electoral rolls, it should be ensured that names of the persons, who had died and also of those who are found to be no longer ordinary residents within the limits of the Municipal Council but their names are still existing in the Assembly electoral rolls finally published on 11.01.2016 should not be included in the draft electoral rolls of the Municipality.

5. It is further directed that:-

- (i) The Deputy Commissioner shall give wide publicity to the above programme. He shall issue press notes and also paid advertisements in two local newspapers. He shall also make publicity through local cable network.
- (ii) The Deputy Commissioner shall publish, on the date prescribed in sub-para(ii) of para 1 above, the draft voter list along with a notice including the dates by and the places where the claims and objections with reference to the draft rolls may be presented to the Revising Authority/Authorities.
- (iii) One copy of the draft electoral roll, published for inviting claims and objections, shall be kept for inspection of the public free of cost at the following places:-
  - a Office of Deputy Commissioner,
  - b Office of Executive Officer/Secretary of the Municipal Council,

- c. Office of Sub-Divisional Officer (Civil)'s concerned,
  - d. Tehsil Office concerned,
  - e. Office of Revising Authority/Authorities, and
  - f. Voter Information and Collection Centers.
- (iv) After the draft publication of the ward-wise and booth-wise electoral rolls, the same should also be hosted on the website of the District Administration and State Election Commission for information of the public.
  - (v) A copy of the draft and final rolls shall be duly signed by the officers/officials not below the gazetted officer and shall be kept in a sealed cover in the Treasury within 24 hours from the date of the publication of draft and final electoral rolls respectively.
  - (vi) In order to facilitate the electors and the public to obtain information regarding electoral rolls and to file claims and objections, the Deputy Commissioner shall set-up at least two Voters Information and Collection Centers (VICC) within the territorial limits of the Municipal Council. These centers shall be fully equipped with computers and broadband internet connection. The center will be set up with the help of the National Informatics Center.
  - (vii) Any person who desires to file his claim/ objection through online can submit his application on Harsamadhan by date specified in this notification. Such persons would have to appear before the Revising Authority/ Authorities or at the VICC along with filled up the prescribed form.
  - (viii) The VICC centers will make available the prescribed forms, on demand free of cost, for filing claims and objections and receive the same for the consideration of and decision by the concerned Revising Authority or the officers authorized for this purpose. The forms shall also be hosted on the website of the State Election Commission and the District Administration. The forms can be downloaded and used by any person for filing claim and objection.
  - (ix) As and when any person files claim and objection, he shall be given a receipt in the prescribed format given in the form. An entry shall also be made in internet based monitoring system and registers.
  - (x) The Deputy Commissioner shall appoint one Authorized Officer not below Group-B for maximum up to three wards and sufficient number of required supporting staff and other officials of Municipality concerned, to assist the Revising Authority/Authorities to discharge his/their duty.
  - (xi) The Revising Authority/Authorities shall, after holding such enquiry into the claims or objections as he/they think(s) fit, record his/their decision in writing and shall make available forthwith a copy of such decision to the objector or claimant free of charge. The decision of the Revising Authorities shall also be hosted on the website for the information of the public. Number of claims/objections accepted and rejected shall also be hosted on the website of the District Administration in the internet based monitoring system. The software to be used for this purpose shall be provided by National Informatics Center, Haryana.
  - (xii) The Revising Authority/Authorities after disposal of all the claims and objections in terms of under Sub-rule(1) of Rule 10 of the Haryana Municipal Election Rules, 1978 shall forward a list of such claims and objections along with his/their orders thereon to the Deputy Commissioner. Any person aggrieved of any such order of the Revising Authority/Authorities may, within prescribed period, file an appeal to the Deputy Commissioner. The Deputy Commissioner shall within the specified time decide the appeal. The decision of the Deputy Commissioner on appeal shall be final.
  - (xiii) The Deputy Commissioner shall publish the ward-wise and booth-wise photo based final electoral rolls on 28.03.2016, which shall come into force immediately after the publication.
  - (xiv) After completion of every stage of the preparation of electoral rolls process as stated above, the Deputy Commissioner shall send information of the statistical data in format Annexure "B " to the State Election Commission, Haryana.

6. It is further directed that copy of ward-wise and booth-wise photo based electoral rolls of the Municipal Council, Kaithal finally published on 28.03.2016 shall be submitted to the State Election Commission, Haryana on the same day. In addition, two copy of the electoral rolls along with a CD (compact disc) containing the database of the same in PDF format shall be sent to all the recognized political parties in the State of Haryana on the same day under intimation to the Commission.

7. It is further directed that the draft electoral rolls and the final electoral rolls of Municipal Council, Kaithal shall be hosted on the website of the District Administration on the day they are published.

Panchkula:

The 29th January, 2016.

RAJEEV SHARMA,  
State Election Commissioner, Haryana.

**अनुबन्ध— A**  
**मुख्य पृष्ठ**































नगरपरिषद/नगरपालिका मतदाता सूची सम्बन्धित विधान सभा क्षेत्र का नाम :-				
जिले का नाम :		भाग संख्या : क्रमांक नं० _____ से _____ तक		
1. (क) नगरपरिषद/नगरपालिका का नाम : (ख) नगरपरिषद/नगरपालिका का वार्ड संख्या : (ग) (गली/मोहल्ला/बस्ती का नाम) (घ) (पोलिंग स्टेशन का विवरण)				
2. पुनरीक्षण का विवरण				
पुनरीक्षण का वर्ष : पुनरीक्षण की तिथि : पुनरीक्षण का स्वरूप : प्रकाशन की तिथि :		नामावली पहचान : नये परिसीमित निर्वाचन क्षेत्रों के विस्तारानुसार सभी अनुपूरकों सहित एकीकृत व वर्ष _____ की पुनरीक्षित मूल निर्वाचक नामावली		
मतदाताओं की संख्या				
आरंभिक क्रम संख्या	अंतिम क्रम संख्या	पुरुष	महिला	कुल

वार्ड संख्या

(नाम)

नगरपरिषद निर्वाचन नामावली, 2016

भाग संख्या

<p>1 पहचान पत्र का क्रमांक SX1030964</p> <p>नाम : लछमी देवी पति : सत्यावन मकान नं : 1 आयु : 24 लिंग : महिला</p> 	<p>2 पहचान पत्र का क्रमांक FX1808252</p> <p>नाम : माई राम पिता : माम चन्द मकान नं : 4 आयु : 60 लिंग : पुरुष</p> 	<p>3 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : लछमी पति : माई राम मकान नं : 4 आयु : 55 लिंग : महिला</p> 
<p>4 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : वीरभान पिता : ज्ञासु राम मकान नं : 4 आयु : 36 लिंग : पुरुष</p> 	<p>5 पहचान पत्र का क्रमांक HR/03/14/0153004</p> <p>नाम : देवी पति : वीरभान मकान नं : 4 आयु : 34 लिंग : महिला</p> 	<p>6 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : मिहा सिंह पिता : ज्ञासु राम मकान नं : 4 आयु : 34 लिंग : पुरुष</p> 
<p>7 पहचान पत्र का क्रमांक HR/03/14/0153008</p> <p>नाम : कर्मवीर पिता/पति : माई राम मकान नं : 4 आयु : 33 लिंग : पुरुष</p> 	<p>8 पहचान पत्र का क्रमांक FSX1808401</p> <p>नाम : शीला पति : मिहा सिंह मकान नं : 4 आयु : 32 लिंग : महिला</p> 	<p>9 पहचान पत्र का क्रमांक FSX1644640</p> <p>नाम : कमलेश पति : कर्मवीर मकान नं : 4 आयु : 24 लिंग : महिला</p> 
<p>10 पहचान पत्र का क्रमांक FSX1644587</p> <p>नाम : सोनू पिता : वीरभान मकान नं : 4 आयु : 23 लिंग : पुरुष</p> 	<p>11 पहचान पत्र का क्रमांक FSX1644624</p> <p>नाम : धर्मवीर पिता : माई राम मकान नं : 4 आयु : 23 लिंग : पुरुष</p> 	<p>12 पहचान पत्र का क्रमांक FSX1644640</p> <p>नाम : राम पाल पिता : माई राम मकान नं : 4 आयु : 24 लिंग : पुरुष</p> 
<p>13 पहचान पत्र का क्रमांक FSx1807940</p> <p>नाम : अंगूरी पिता : रति राम मकान नं : 5 आयु : 68 लिंग : महिला</p> 	<p>14 पहचान पत्र का क्रमांक HR/03/14/0153011</p> <p>नाम : मांगे राम पिता : रति राम मकान नं : 5 आयु : 39 लिंग : पुरुष</p> 	<p>15 पहचान पत्र का क्रमांक HR/03/14/01153991</p> <p>नाम : सुख देवी पति : मांगे राम मकान नं : 5 आयु : 33 लिंग : महिला</p> 
<p>16 पहचान पत्र का क्रमांक FSx1833052</p> <p>नाम : जय कुमार पिता : आशा राम मकान नं : 5 आयु : 65 लिंग : पुरुष</p> 	<p>17 पहचान पत्र का क्रमांक HR/03/14/0154135</p> <p>नाम : कृष्णपाल पिता : जय कुमार मकान नं : 5 आयु : 29 लिंग : पुरुष</p> 	<p>18 पहचान पत्र का क्रमांक</p> <p>नाम : कृष्ण पाल पति : जय कुमार मकान नं : 5 आयु : 25 लिंग : पुरुष</p> 
<p>19 पहचान पत्र का क्रमांक</p> <p>नाम : सुख चैन पिता : जय कुमार मकान नं : 5 आयु : 24 लिंग : पुरुष</p> 	<p>20 पहचान पत्र का क्रमांक FSX1602085</p> <p>नाम : सुमन देवी पिता : शुक्लामाल मकान नं : 5 आयु : 25 लिंग : महिला</p> 	<p>21 पहचान पत्र का क्रमांक HR/03/14/0153012</p> <p>नाम : साधु राम पति : राम चन्द मकान नं : 7 आयु : 51 लिंग : पुरुष</p> 
<p>22 पहचान पत्र का क्रमांक HR/03/14/0153013</p> <p>नाम : शान्ति पिता : साधु राम मकान नं : 7 आयु : 45 लिंग : महिला</p> 	<p>23 पहचान पत्र का क्रमांक HR/03/14/0153014</p> <p>नाम : राम जुवाहरी पिता : साधुराम मकान नं : 7 आयु : 35 लिंग : पुरुष</p> 	<p>24 पहचान पत्र का क्रमांक HR/03/14/01153992</p> <p>नाम : कृष्ण कुमारी पति : राम जुवाहरी मकान नं : 8 आयु : 31 लिंग : महिला</p> 
<p>25 पहचान पत्र का क्रमांक HR/03/14/0253016</p> <p>नाम : अंगूरी पिता : मामन सिंह मकान नं : 8 आयु : 71 लिंग : महिला</p> 	<p>26 पहचान पत्र का क्रमांक HR/03/14/0153018</p> <p>नाम : मुरती देवी पिता : बलवान सिंह मकान नं : 8 आयु : 45 लिंग : महिला</p> 	<p>27 पहचान पत्र का क्रमांक FSX1808021</p> <p>नाम : रमेश पति : मामन सिंह मकान नं : 8 आयु : 43 लिंग : पुरुष</p> 
<p>28 पहचान पत्र का क्रमांक HR/03/14/0253016</p> <p>नाम : अंगूरी पिता : मामन सिंह मकान नं : 8 आयु : 71 लिंग : महिला</p> 	<p>29 पहचान पत्र का क्रमांक HR/03/14/0153018</p> <p>नाम : मुरती देवी पिता : बलवान सिंह मकान नं : 8 आयु : 45 लिंग : महिला</p> 	<p>30 पहचान पत्र का क्रमांक FSX1808021</p> <p>नाम : रमेश पति : मामन सिंह मकान नं : 8 आयु : 43 लिंग : पुरुष</p> 

\* - 2016 को अंतिम प्रकाशित विधान सभा मतदाता सूची का क्र०/भाग नं०  
आयु 01-01-2016 के अनुसार

**Annexure-“B”****INFORMATION REGARDING CLAIMS AND OBJECTIONS/APPEALS ETC.**

NAME OF MUNICIPAL COUNCIL

Ward No. & Total No. of electors/voters.	Claims received		Objections received		Appeal before the Deputy Commissioner		Signature by the Authorised Officer
	Accepted	Rejected	Accepted	Rejected	Accepted	Rejected	

STATE ELECTION COMMISSION, HARYANA  
NIRVACHAN SADAN, PLOT NO. 2, SECTOR 17 PANCHKULA

**Notification**

The 29th January, 2016

**No. SEC/2ME/2016/54.**—Whereas, the ward-wise and booth-wise photo based electoral rolls of all wards of the Municipal Councils and the Municipal Committees on the basis of Assembly Electoral rolls *w.r.t.* 1st January, 2015 as the qualifying date were prepared and finalized.

2. Whereas, the Election Commission of India have made summary revision of Assembly Electoral rolls *w.r.t.* 1st January, 2016 as the qualifying date and finalized the electoral rolls on 11.01.2016.

3. And whereas, in order to hold General and bye elections of the Municipal Councils and Municipal Committees, it is necessary that the existing ward-wise and booth-wise photo based electoral rolls of these municipalities be revised.

4. In accordance with the provisions contained in Section 3A of the Haryana Municipal Act, 1973 read with rule 12 of the rules made there under and the powers conferred under clause(1) of article 243ZA of the Constitution of India, the State Election Commission, Haryana hereby prescribe the following programme for revision/updating of existing ward-wise and booth-wise photo based electoral rolls in respect of all wards of the Municipal Councils and Municipal Committees mentioned in Annexure “B” on the format given in Annexure “A” **summarily** on the basis of Assembly electoral rolls finally published on 11.01.2016 with reference to 1st, January, 2016 as the qualifying date (with all supplements).

5. The draft electoral rolls of all these Municipalities shall be prepared with the help of National Informatics Center in accordance with the procedure and schedule given hereunder:-

i	<b>Start of preparation of draft electoral roll:</b> Draft electoral roll for updating the existing electoral rolls of all wards of the Municipal Councils and Municipal Committees, shall be prepared in the format Annexure ‘A’ on the basis of database of Assembly electoral rolls published on 11.01.2016 with reference to 1st, January, 2016 as the qualifying date (with all supplements) and deleting the names of persons, who had died and also of those who are found to be no longer ordinarily resident in the territorial limits of the Municipality. The name of such voters, who are existed in the Assembly electoral rolls, but their names are not appeared in the municipal electoral rolls shall also be included in the draft municipal electoral rolls. <b>Only the supplementary list shall be prepared for inclusion and deletion.</b>	01.02.2016 (Monday) to 15.02.2016 (Monday)
ii	Publication of Draft Electoral Rolls of all the wards of the Municipal Councils and Municipal Committees as referred in sub para (i) above for inviting claims and objections. (Rule-7)	16.02.2016 (Tuesday)
iii	Last date by which claims and objections shall be presented to the Revising Authority. (Rule-9)	29.02.2016 (Monday)
iv	Last date by which the claims and objections shall be disposed of by the Revising Authority. (Rule-10(1)(i)(ii))	05.03.2016 (Saturday)
v	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-10(2))	12.03.2016 (Saturday)
vi	Last date for disposal of appeals by the Deputy Commissioner. (Rule 10(3))	22.03.2016 (Tuesday)
vii	Final publication of Electoral Rolls. (Rule-11)	28.03.2016 (Monday)

6. It is further directed that database with photo image of the electors of the Assembly Electoral Rolls finally published on 11.01.2016 supplied through NIC shall be used for the purpose. A copy of the Assembly rolls shall also be obtained free of cost from the Tehsildar/Naib Tehsildar (Elections) immediately.

7. It is further directed that while preparing the draft electoral rolls, it should be ensured that names of the persons, who had died and also of those who are found to be no longer ordinary residents within the limits of the Municipal Councils and Municipal Committees, but their names are still existing in the Assembly electoral rolls finally published on 11.01.2016 should not be included in the draft electoral rolls of the Municipalities.

8. It is further directed that:-

- (i) The Deputy Commissioner shall give wide publicity to the above programme. He shall issue press notes and also paid advertisements in two local newspapers. He shall also make publicity through local cable network.
- (ii) The Deputy Commissioner shall publish, on the date prescribed in sub-para(ii) of para 1 above, the draft voter list along with a notice including the dates by and the places where the claims and objections with reference to the draft rolls may be presented to the Revising Authority/Authorities.
- (iii) One copy of the draft electoral roll, published for inviting claims and objections, shall be kept for inspection of the public free of cost at the following places:-
  - a. Office of Deputy Commissioner,
  - b. Office of Executive Officer/Secretary of the Municipalities,
  - c. Office of Sub-Divisional Officer (Civil)'s concerned,
  - d. Tehsil Office concerned,
  - e. Office of Revising Authority/Authorities, and
  - f. Voter Information and Collection Centers.
- (iv) After the draft publication of the ward-wise and booth-wise electoral rolls, the same should also be hosted on the website of the District Administration and State Election Commission for information of the public.
- (v) A copy of the draft and final rolls shall be duly signed by the officers/officials not below the gazetted officer and shall be kept in a sealed cover in the Treasury within 24 hours from the date of the publication of draft and final electoral rolls respectively.
- (vi) In order to facilitate the electors and the public to obtain information regarding electoral rolls and to file claims and objections, the Deputy Commissioner shall set-up at least two Voters Information and Collection Centers (VICC) within the territorial limits of the Municipality concerned. These centers shall be fully equipped with computers and broadband internet connection. The center will be set up with the help of the National Informatics Center.
- (vii) Any person who desires to file his claim/ objection through online can submit his application on Harsamadhan by date specified in this notification. Such persons would have to appear before the Revising Authority/ Authorities or at the VICC along with filled up the prescribed form.
- (viii) The VICC centers will make available the prescribed forms, on demand free of cost, for filing claims and objections and receive the same for the consideration of and decision by the concerned Revising Authority or the officers authorized for this purpose. The forms shall also be hosted on the website of the State Election Commission and the District Administration. The forms can be downloaded and used by any person for filing claim and objection.
- (ix) As and when any person files claim and objection, he shall be given a receipt in the prescribed format given in the form. An entry shall also be made in internet based monitoring system and registers.
- (x) The Deputy Commissioner shall appoint one Authorized Officer not below Group-B for maximum up to three wards and sufficient number of required supporting staff and other officials of Municipality concerned, to assist the Revising Authority/Authorities to discharge his/their duty.
- (xi) The Revising Authority/Authorities shall, after holding such enquiry into the claims or objections as he/they think(s) fit, record his/their decision in writing and shall make available forthwith a copy of such decision to the objector or claimant free of charge. The decision of the Revising Authorities shall also be hosted on the website for the information of the public. Number of claims/objections accepted and rejected shall also be hosted on the website of the District Administration in the internet based monitoring system. The software to be used for this purpose shall be provided by National Informatics Center, Haryana.
- (xii) The Revising Authority/Authorities after disposal of all the claims and objections in terms of under Sub-rule(1) of Rule 10 of the Haryana Municipal Election Rules, 1978 shall forward a list of such claims and objections along with his/their orders thereon to the Deputy Commissioner. Any person aggrieved of any such order of the Revising Authority/Authorities may, within prescribed period, file an appeal to the Deputy Commissioner. The Deputy Commissioner shall within the specified time decide the appeal. The decision of the Deputy Commissioner on appeal shall be final.
- (xiii) The Deputy Commissioner shall publish the ward-wise and booth-wise photo based final electoral rolls on 28.03.2016, which shall come into force immediately after the publication.



- (xiv) After completion of every stage of the preparation of electoral rolls process as stated above, the Deputy Commissioner shall send information of the statistical data in format Annexure "C" to the State Election Commission, Haryana.

9. It is further directed that copy of ward-wise and booth-wise photo based electoral rolls of the Municipal Councils and Municipal Committees finally published on 28.03.2016 shall be submitted to the State Election Commission, Haryana on the same day. In addition, one copy of the electoral rolls along with a CD(compact disc) containing the database of the same in PDF format shall be sent to all the recognised political parties in the State of Haryana on the same day under intimation to the Commission.

10. It is further directed that the draft electoral rolls and the final electoral rolls of Municipal Councils and Municipal Committees shall be hosted on the website of the District Administration on the day they are published.

Panchkula:  
The 29th January, 2016.

RAJEEV SHARMA,  
State Election Commissioner, Haryana.

**अनुबन्ध— A**  
**मुख्य पृष्ठ**































नगरपरिषद/नगरपालिका मतदाता सूची सम्बन्धित विधान सभा क्षेत्र का नाम :-				
जिले का नाम :		भाग संख्या : क्रमांक नं० _____ से _____ तक		
1. (क) नगरपरिषद/नगरपालिका का नाम : (ख) नगरपरिषद/नगरपालिका का वार्ड संख्या : (ग) (गली/मोहल्ला/बस्ती का नाम) (घ) (पोलिंग स्टेशन का विवरण)				
2. पुनरीक्षण का विवरण				
पुनरीक्षण का वर्ष : पुनरीक्षण की तिथि : पुनरीक्षण का स्वरूप : प्रकाशन की तिथि :		नामावली पहचान : नये परिसीमित निर्वाचन क्षेत्रों के विस्तारानुसार सभी अनुपूरकों सहित एकीकृत व वर्ष _____ की पुनरीक्षित मूल निर्वाचक नामावली		
मतदाताओं की संख्या				
आरंभिक क्रम संख्या	अंतिम क्रम संख्या	पुरुष	महिला	कुल

वार्ड संख्या ———

(नाम)

नगरपरिषद/नगरपालिका निर्वाचन नामावली, 2016

भाग संख्या ———

<p>1 पहचान पत्र का क्रमांक SX1030964</p> <p>नाम : लछमी देवी पति : सत्यावन मकान नं : 1 आयु : 24 लिंग : महिला</p> 	<p>2 पहचान पत्र का क्रमांक FX1808252</p> <p>नाम : माई राम पिता : माम चन्द मकान नं : 4 आयु : 60 लिंग : पुरुष</p> 	<p>3 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : लछमी पति : माई राम मकान नं : 4 आयु : 55 लिंग : महिला</p> 
<p>4 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : वीरभान पिता : ज्ञासु राम मकान नं : 4 आयु : 36 लिंग : पुरुष</p> 	<p>5 पहचान पत्र का क्रमांक HR/03/14/0153004</p> <p>नाम : देवी पति : वीरभान मकान नं : 4 आयु : 34 लिंग : महिला</p> 	<p>6 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : मिहा सिंह पिता : ज्ञासु राम मकान नं : 4 आयु : 34 लिंग : पुरुष</p> 
<p>7 पहचान पत्र का क्रमांक HR/03/14/0153008</p> <p>नाम : कर्मवीर पिता/पति : माई राम मकान नं : 4 आयु : 33 लिंग : पुरुष</p> 	<p>8 पहचान पत्र का क्रमांक FSX1808401</p> <p>नाम : शीला पति : मिहा सिंह मकान नं : 4 आयु : 32 लिंग : महिला</p> 	<p>9 पहचान पत्र का क्रमांक FSX1644640</p> <p>नाम : कमलेश पति : कर्मवीर मकान नं : 4 आयु : 24 लिंग : महिला</p> 
<p>10 पहचान पत्र का क्रमांक FSX1644587</p> <p>नाम : सोनू पिता : वीरभान मकान नं : 4 आयु : 23 लिंग : पुरुष</p> 	<p>11 पहचान पत्र का क्रमांक FSX1644624</p> <p>नाम : धर्मवीर पिता : माई राम मकान नं : 4 आयु : 23 लिंग : पुरुष</p> 	<p>12 पहचान पत्र का क्रमांक FSX1644640</p> <p>नाम : राम पाल पिता : माई राम मकान नं : 4 आयु : 24 लिंग : पुरुष</p> 
<p>13 पहचान पत्र का क्रमांक FSx1807940</p> <p>नाम : अंगूरी पिता : रति राम मकान नं : 5 आयु : 68 लिंग : महिला</p> 	<p>14 पहचान पत्र का क्रमांक HR/03/14/0153011</p> <p>नाम : मांगे राम पिता : रति राम मकान नं : 5 आयु : 39 लिंग : पुरुष</p> 	<p>15 पहचान पत्र का क्रमांक HR/03/14/01153991</p> <p>नाम : सुख देवी पति : मांगे राम मकान नं : 5 आयु : 33 लिंग : महिला</p> 
<p>16 पहचान पत्र का क्रमांक FSx1833052</p> <p>नाम : जय कुमार पिता : आशा राम मकान नं : 5 आयु : 65 लिंग : पुरुष</p> 	<p>17 पहचान पत्र का क्रमांक HR/03/14/0154135</p> <p>नाम : कृष्णपाल पिता : जय कुमार मकान नं : 5 आयु : 29 लिंग : पुरुष</p> 	<p>18 पहचान पत्र का क्रमांक</p> <p>नाम : कृष्ण पाल पति : जय कुमार मकान नं : 5 आयु : 25 लिंग : पुरुष</p> 
<p>19 पहचान पत्र का क्रमांक</p> <p>नाम : सुख चैन पिता : जय कुमार मकान नं : 5 आयु : 24 लिंग : पुरुष</p> 	<p>20 पहचान पत्र का क्रमांक FSX1602085</p> <p>नाम : सुमन देवी पिता : शुक्लामाल मकान नं : 5 आयु : 25 लिंग : महिला</p> 	<p>21 पहचान पत्र का क्रमांक HR/03/14/0153012</p> <p>नाम : साधु राम पति : राम चन्द मकान नं : 7 आयु : 51 लिंग : पुरुष</p> 
<p>22 पहचान पत्र का क्रमांक HR/03/14/0153013</p> <p>नाम : शान्ति पिता : साधु राम मकान नं : 7 आयु : 45 लिंग : महिला</p> 	<p>23 पहचान पत्र का क्रमांक HR/03/14/0153014</p> <p>नाम : राम जुवाहरी पिता : साधुराम मकान नं : 7 आयु : 35 लिंग : पुरुष</p> 	<p>24 पहचान पत्र का क्रमांक HR/03/14/01153992</p> <p>नाम : कृष्ण कुमारी पति : राम जुवाहरी मकान नं : 8 आयु : 31 लिंग : महिला</p> 
<p>25 पहचान पत्र का क्रमांक HR/03/14/0253016</p> <p>नाम : अंगूरी पिता : मामन सिंह मकान नं : 8 आयु : 71 लिंग : महिला</p> 	<p>26 पहचान पत्र का क्रमांक HR/03/14/0153018</p> <p>नाम : मुरती देवी पिता : बलवान सिंह मकान नं : 8 आयु : 45 लिंग : महिला</p> 	<p>27 पहचान पत्र का क्रमांक FSX1808021</p> <p>नाम : रमेश पति : मामन सिंह मकान नं : 8 आयु : 43 लिंग : पुरुष</p> 
<p>28 पहचान पत्र का क्रमांक HR/03/14/0253016</p> <p>नाम : अंगूरी पिता : मामन सिंह मकान नं : 8 आयु : 71 लिंग : महिला</p> 	<p>29 पहचान पत्र का क्रमांक HR/03/14/0153018</p> <p>नाम : मुरती देवी पिता : बलवान सिंह मकान नं : 8 आयु : 45 लिंग : महिला</p> 	<p>30 पहचान पत्र का क्रमांक FSX1808021</p> <p>नाम : रमेश पति : मामन सिंह मकान नं : 8 आयु : 43 लिंग : पुरुष</p> 

\* - 2016 को अंतिम प्रकाशित विधान सभा मतदाता सूची का क्र०/भाग नं०  
आयु 01-01-2016 के अनुसार

## Annexure-“B”

Sr. No.	Name of District	Name of Municipal Council	Name of Municipal Committee
1.	Ambala	---	1. Naraingarh
2.	Bhiwani	1. Charkhi Dadri	---
3.	Kaithal		2. Cheeka 3. Rajound
4.	Hisar	2. Hansi	4. Barwala
5.	Mahendergarh	3. Narnaul	5. Mahendergarh 6. Nangal Chaudhary
6.	Panipat	---	7. Samalkha
7.	Fatehabad	4. Tohana 5. Fatehabad	8. Bhuna 9. Ratia
8.	Gurgaon	6. Sohna	
9.	Jhajjar	7. Bahadurgarh	10. Jhajjar
10.	Jind	8. Narwana 9. Jind	11. Safidon 12. Uchana
11.	Karnal	-	13. Tarori 14. Nissing 15. Gharunda 16. Assandh
12.	Kurukshetra	10. Thanesar	17. Ladwa 18. Pehowa 19. Shahabad
13.	Mewat	-	20. Ferozepur Zhirka 21. Nuh 22. Punhana
14.	Palwal	11. Hodal 12. Palwal	-
15.	Rewari	13. Rewari	23. Bawal
16.	Rohtak	--	24. Meham 25. Kalanaur
17.	Sirsa	14. Mandi Dabwali	26. Kalanwali 27. Ellenabad 28. Rania
18.	Sonipat	15. Gohana	29. Ganaur

**ANNEXURE-C****INFORMATION REGARDING CLAIMS AND OBJECTIONS/APPEALS ETC.**

NAME OF MUNICIPAL COUNCIL/COMMITTEE

Ward No. & Total No. of electors/voters.	Claims received		Objections received		Appeal before the Deputy Commissioner		Signature by the Authorised Officer
	Accepted	Rejected	Accepted	Rejected	Accepted	Rejected	

STATE ELECTION COMMISSION, HARYANA  
NIRVACHAN SADAN, PLOT NO. 2, SECTOR 17, PANCHKULA

**Notification**

The 29th January, 2016

**No. SEC/2ME/2016/64.**—Whereas, consequent upon vacancy of ward No.9 of Municipal Corporation, Panipat ward-wise and polling station-wise photo based electoral rolls of all wards of the Corporation on the basis of Assembly electoral rolls *w.r.t.* 1st January, 2015 as qualifying date were prepared and finalized.

2. Whereas, the Election Commission of India have made summary revision of Assembly Electoral rolls *w.r.t.* 1st, 2016 as qualifying date finalized on 11.01.2016.

3. And, whereas, in order to hold bye-elections to fill up the vacant seat, it is necessary that the existing ward-wise and polling station-wise electoral rolls of Municipal Corporation, Panipat be revised.

4. In accordance with the provisions contained in Section 9 of the Haryana Municipal Corporation Act, 1994 read with rule 12 of the rules and the powers conferred under Article 243ZA of the Constitution of India, the State Election Commission, Haryana hereby prescribe the following programme for revision/updating the existing electoral rolls of all wards of the Municipal Corporation, Panipat on the basis of Assembly electoral rolls with reference to 1st January, 2016 as qualifying date:-

(i)	<b>Start of preparation of draft electoral roll:</b> Draft electoral roll for updating the existing electoral rolls of all wards of the Municipal Corporation, Panipat with photo image of the electors shall be made in the format Annexure "A" on the basis of Assembly electoral rolls published on 11.01.2016 with reference to 1st January, 2016 as qualifying date and deleting the name of persons who had died and also of those who are found to be no longer ordinarily residing in the territorial limits of the Corporation. The names of such voters, who are existed in the Assembly electoral rolls, but their names are not appeared in the municipal electoral rolls shall also be included in the draft rolls. <b>Only the supplementary list shall be prepared for inclusion and deletion.</b>	01.02.2016 (Monday) to 15.02.2016 (Monday)
(ii)	Publication of Draft Electoral Rolls of all the wards of the Municipal Corporations as referred in sub Para (i) above for inviting claims and objections.(Rule-7)	16.02.2016 (Tuesday)
(iii)	Last date by which claims and objections shall be presented to the Revising Authority. (Rule-9)	29.02.2016 (Monday)
(iv)	Last date by which the claims and objections shall be disposed of by the Revising Authority. (Rule-10(1)(i)(ii))	05.03.2016 (Saturday)
(v)	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-10(2))	12.03.2016 (Saturday)
(vi)	Last date for disposal of appeals by the Deputy Commissioner.(Rule 10(3))	22.03.2016 (Tuesday)
(vii)	Final publication of Electoral Rolls.(Rule-11)	28.03.2016 (Monday)

5. It is further directed that database with photo image of the electors of the Assembly Electoral Rolls finally published on 11.01.2016 supplied through NIC shall be used for the purpose. A copy of Assembly rolls shall be obtained free of cost from the Tehsildar/ Naib Tehsildar(Elections) immediately.

6. It is further directed that while preparing the draft electoral rolls, it should be ensured that names of the persons, who had died and also of those who are found to be no longer ordinary residents within the limits of the Municipal Corporation, but their names are still existing in the latest Assembly Electoral Rolls should not be included in the draft electoral rolls of the Municipal Corporation.

7. It is further directed that:-

- (i) The Deputy Commissioner shall give wide publicity to the above programme. He shall issue press notes and also paid advertisements in two local newspapers. He shall also make publicity through local cable network.

- (ii) The Deputy Commissioner shall publish, on the date prescribed in sub-para (ii) of Para 1 above, the draft voter list along with a notice including the dates by and the places where the claims and objections with reference to the draft rolls may be presented to the Revising Authority.
- (iii) One copy of the draft electoral roll, published for inviting claims and objections, shall be kept for inspection of the public free of cost at the following places:-
  - a. Office of Deputy Commissioner,
  - b. Office of the Commissioner, Municipal Corporation concerned,
  - c. Office of Sub-Divisional Officer (Civil)'s concerned,
  - d. Tehsil Office concerned,
  - e. Office of Revising Authority, and
  - f. Voter Information and Collection Centers.
- (iv) After the draft publication of the ward-wise and polling station-wise electoral rolls, the same should also be hosted on the website of the District Administration and State Election Commission for information of the public.
- (v) A copy of the draft and final rolls along with database in compact disc duly signed by the Revising Authority shall be kept in a sealed cover in the Treasury within 24 hours from the date of the publication of draft and final electoral rolls respectively.
- (vi) In order to facilitate the electors and the public to obtain information regarding electoral rolls and to file claims and objections, the Deputy Commissioner concerned shall set-up suitable number of Voters Information and Collection Centers (VICC) within the territorial limits of the Municipal Corporation concerned. These Centers shall be fully equipped with computers and broadband internet connection. The Centers will be set up with the help of the National Informatics Center.
- (vii) Any person who desires to file his claim/ objection through online can submit his application on Harsamadhan by date specified in this notification. Such persons would have to appear before the Revising Authority or at the VICC concerned along with filled up the prescribed form.
- (viii) The VICC will make available the prescribed forms, on demand free of cost, for filing claims and objections and receive the same for the consideration of and decision by the concerned Revising Authority or the officers authorized for this purpose. The forms shall also be hosted on the website of the State Election Commission and the District Administration and can be downloaded and used by any person for filing claim and objection.
- (ix) As and when any person files claim and objection, he shall be given a receipt in the prescribed format given in the form. An entry shall also be made in internet based monitoring system and manual registers.
- (x) The Deputy Commissioner shall appoint one Authorized Officer not below Group-B and sufficient number of supporting staff and other officials of Municipal Corporation, to assist the Revising Authority to discharge his/her duty.
- (xi) The Revising Authority shall, after holding such enquiry into the claims or objections as he/they think(s) fit, record his/their decision in writing and shall make available forthwith a copy of such decision to the objector or the claimant free of charge. The decision of the Revising Authority shall also be hosted on the website for the information of the public. Number of claims/objections accepted and rejected shall also be hosted on the website of the District Administration in the internet based monitoring system. The software to be used for this purpose shall be provided by National Informatics Center, Haryana.
- (xii) The Revising Authority after disposal of all the claims and objections in terms of under Sub-rule(1) of Rule 10 of the Haryana Municipal Corporation Election Rules, 1994 shall forward a list of such claims and objections along with his/her orders thereon to the concerned Deputy Commissioner. Any person aggrieved of any such order of the Revising Authority may, within prescribed period, file an appeal to the Deputy Commissioner. The Deputy Commissioner shall within the specified time decide the appeal. The decision of the Deputy Commissioner on appeal shall be final.
- (xiii) The Deputy Commissioner shall publish the final electoral rolls on 28.03.2016 which shall come into force immediately after the publication.

- (xiv) After completion of every stage of the preparation of electoral rolls process as stated above, the concerned Deputy Commissioner shall send information in the format given in Annexure "B" to the State Election Commission, Haryana.

8. It is further directed that copy of ward-wise and polling station-wise electoral rolls of the Municipal Corporation, Panipat finally published on 28.03.2016 shall be submitted to the State Election Commission, Haryana on the same day. In addition, one copy of the electoral rolls along with a CD (compact disc) containing the database of the same in PDF format shall be sent to all the political parties in the State of Haryana on the same day under intimation to the Commission.

9. It is further directed that the final electoral rolls of Municipal Corporation, Panipat shall be hosted on the website of the District Administration on the day they are published.

Panchkula:  
The 29th January, 2016.

RAJEEV SHARMA,  
State Election Commissioner, Haryana.



## Annexure-A

अनुबन्ध— A  
मुख्य पृष्ठ































नगरनिगम मतदाता सूची सम्बन्धित विधान सभा क्षेत्र का नाम :—				
जिले का नाम :		भाग संख्या : क्रमांक नं० _____ से _____ तक		
1. (क) नगरनिगम का नाम : (ख) नगरनिगम का वार्ड संख्या : (ग) (गली/मोहल्ला/बस्ती का नाम)				
2. पुनरीक्षण का विवरण				
पुनरीक्षण का वर्ष :		नामावली पहचान :		
पुनरीक्षण की तिथि :		नये परिसीमित निर्वाचन क्षेत्रों के विस्तारानुसार सभी		
पुनरीक्षण का स्वरूप :		अनुपूरकों सहित एकीकृत व वर्ष _____ की पुनरीक्षित मूल		
प्रकाशन की तिथि :		निर्वाचक नामावली		
मतदाताओं की संख्या				
आरंभिक क्रम संख्या	अंतिम क्रम संख्या	पुरुष	महिला	कुल

वार्ड संख्या \_\_\_\_\_

(नाम)

नगरनिगम निर्वाचन नामावली, 2016

भाग संख्या \_\_\_\_\_

<p>1 पहचान पत्र का क्रमांक SX1030964</p> <p>नाम : लछमी देवी पति : सत्यावन मकान नं : 1 आयु : 24 लिंग : महिला</p> 	<p>2 पहचान पत्र का क्रमांक FX1808252</p> <p>नाम : माई राम पिता : माम चन्द मकान नं : 4 आयु : 60 लिंग : पुरुष</p> 	<p>3 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : लछमी पति : माई राम मकान नं : 4 आयु : 55 लिंग : महिला</p> 
<p>4 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : वीरभान पिता : ज्ञासु राम मकान नं : 4 आयु : 36 लिंग : पुरुष</p> 	<p>5 पहचान पत्र का क्रमांक HR/03/14/0153004</p> <p>नाम : देवी पति : वीरभान मकान नं : 4 आयु : 34 लिंग : महिला</p> 	<p>6 पहचान पत्र का क्रमांक HR/03/14/0153003</p> <p>नाम : मिहा सिंह पिता : ज्ञासु राम मकान नं : 4 आयु : 34 लिंग : पुरुष</p> 
<p>7 पहचान पत्र का क्रमांक HR/03/14/0153008</p> <p>नाम : कर्मवीर पिता/पति : माई राम मकान नं : 4 आयु : 33 लिंग : पुरुष</p> 	<p>8 पहचान पत्र का क्रमांक FSX1808401</p> <p>नाम : शीला पति : मिहा सिंह मकान नं : 4 आयु : 32 लिंग : महिला</p> 	<p>9 पहचान पत्र का क्रमांक FSX1644640</p> <p>नाम : कमलेश पति : कर्मवीर मकान नं : 4 आयु : 24 लिंग : महिला</p> 
<p>10 पहचान पत्र का क्रमांक FSX1644587</p> <p>नाम : सोनू पिता : वीरभान मकान नं : 4 आयु : 23 लिंग : पुरुष</p> 	<p>11 पहचान पत्र का क्रमांक FSX1644624</p> <p>नाम : धर्मवीर पिता : माई राम मकान नं : 4 आयु : 23 लिंग : पुरुष</p> 	<p>12 पहचान पत्र का क्रमांक FSX1644640</p> <p>नाम : राम पाल पिता : माई राम मकान नं : 4 आयु : 24 लिंग : पुरुष</p> 
<p>13 पहचान पत्र का क्रमांक FSx1807940</p> <p>नाम : अंगूरी पिता : रति राम मकान नं : 5 आयु : 68 लिंग : महिला</p> 	<p>14 पहचान पत्र का क्रमांक HR/03/14/0153011</p> <p>नाम : मांगे राम पिता : रति राम मकान नं : 5 आयु : 39 लिंग : पुरुष</p> 	<p>15 पहचान पत्र का क्रमांक HR/03/14/01153991</p> <p>नाम : सुख देवी पति : मांगे राम मकान नं : 5 आयु : 33 लिंग : महिला</p> 
<p>16 पहचान पत्र का क्रमांक FSx1833052</p> <p>नाम : जय कुमार पिता : आशा राम मकान नं : 5 आयु : 65 लिंग : पुरुष</p> 	<p>17 पहचान पत्र का क्रमांक HR/03/14/0154135</p> <p>नाम : कृष्णपाल पिता : जय कुमार मकान नं : 5 आयु : 29 लिंग : पुरुष</p> 	<p>18 पहचान पत्र का क्रमांक</p> <p>नाम : कृष्ण पाल पति : जै कुमार मकान नं : 5 आयु : 25 लिंग : पुरुष</p> 
<p>19 पहचान पत्र का क्रमांक</p> <p>नाम : सुख चैन पिता : जय कुमार मकान नं : 5 आयु : 24 लिंग : पुरुष</p> 	<p>20 पहचान पत्र का क्रमांक FSX1602085</p> <p>नाम : सुमन देवी पिता : शुक्लामाल मकान नं : 5 आयु : 25 लिंग : महिला</p> 	<p>21 पहचान पत्र का क्रमांक HR/03/14/0153012</p> <p>नाम : साधु राम पति : राम चन्द मकान नं : 7 आयु : 51 लिंग : पुरुष</p> 
<p>22 पहचान पत्र का क्रमांक HR/03/14/0153013</p> <p>नाम : शन्ति पिता : साधु राम मकान नं : 7 आयु : 45 लिंग : महिला</p> 	<p>23 पहचान पत्र का क्रमांक HR/03/14/0153014</p> <p>नाम : राम जुवाहरी पिता : साधुराम मकान नं : 7 आयु : 35 लिंग : पुरुष</p> 	<p>24 पहचान पत्र का क्रमांक HR/03/14/01153992</p> <p>नाम : कृष्ण कुमारी पति : राम जुवाहरी मकान नं : 8 आयु : 31 लिंग : महिला</p> 
<p>25 पहचान पत्र का क्रमांक HR/03/14/0253016</p> <p>नाम : अंगूरी पिता : मामन सिंह मकान नं : 8 आयु : 71 लिंग : महिला</p> 	<p>26 पहचान पत्र का क्रमांक HR/03/14/0153018</p> <p>नाम : मुरती देवी पिता : बलवान सिंह मकान नं : 8 आयु : 45 लिंग : महिला</p> 	<p>27 पहचान पत्र का क्रमांक FSX1808021</p> <p>नाम : रमेश पति : मामन सिंह मकान नं : 8 आयु : 43 लिंग : पुरुष</p> 
<p>28 पहचान पत्र का क्रमांक HR/03/14/0253016</p> <p>नाम : अंगूरी पिता : मामन सिंह मकान नं : 8 आयु : 71 लिंग : महिला</p> 	<p>29 पहचान पत्र का क्रमांक HR/03/14/0153018</p> <p>नाम : मुरती देवी पिता : बलवान सिंह मकान नं : 8 आयु : 45 लिंग : महिला</p> 	<p>30 पहचान पत्र का क्रमांक FSX1808021</p> <p>नाम : रमेश पति : मामन सिंह मकान नं : 8 आयु : 43 लिंग : पुरुष</p> 

\* - 2016 को अंतिम प्रकाशित विधान सभा मतदाता सूची का क्र०/भाग नं०  
आयु 01-01-2016 के अनुसार

**ANNEXURE-B****INFORMATION REGARDING CLAIMS AND OBJECTIONS/APPEALS ETC.**

NAME OF MUNICIPAL CORPORATION

Ward No. & Total No. of electors/voters.	Claims received		Objections received		Appeal before the Deputy Commissioner	
	Accepted	Rejected	Accepted	Rejected	Accepted	Rejected

Signature of Officer.